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Putnam County Illinois Board Meeting Minutes

Minutes - August 13, 2018

The regular meeting of the Putnam County Board was called to order at 5:30 P.M. on Monday, August 13, 2018, 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 arrived following the roll call.

It was moved by board member Sheila Haage to approve the minutes from the July 9, 2018, Regular Board 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. It was then moved by board member Sheila Haage to approve the minutes from the August 6, 2018, Putnam County Board Finance Committee 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 July report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that salt storage building foundation is scheduled to begin next week and the fabric building has been ordered. Mr. Sloan also informed the board that after the last inspection of the Bottom Road Bridge, the State Bridge Office directed to lower the bridge posting to eight (8) tons. Letters have also gone out to property owners adjacent to the Bottom Road bridge project giving them the opportunity to ask questions and provide comments. Right-of-ways will remain unknown until the Project Development Report (PDR) is approved. Mr. Sloan also updated the board on the IDOT's activity on the Bottom Road Bridge Project Development during the past month. Other County Highway Engineer activities have included providing to the board a summary of construction projects we provided engineering for during 2017. Total construction in 2017 was \$1,784,507. All engineering work for those projects was completed in house valued at approximately \$300,000. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, attending training with the Putnam County Office of Emergency Management, mowing roadsides, replacing sign posts, cleaning around signs and a guard rails, and cleaning ditches on the Power Plant Road. (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 July 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 was unable to be present for the meeting. The board reviewed his financial reports for the month of July. The General Fund's working balance for the month of July, Fiscal Year 2018 was \$151,743.11 compared to a working balance of \$719,840.62 for the month of July, Fiscal Year 2017. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month, Fiscal Year 2018". The General Fund balance for the month of July, Fiscal Year 2018, was \$35,743.97. The General Fund Savings balance for the month of July, Fiscal Year 2018, was \$305,876.04. The Illinois Fund - General Fund balance for the month of July, Fiscal Year 2018, was \$82,436.51. The actual versus budget variance percent target for the period is 66.67%. (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 July and therefore was not present for the meeting.

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 had nothing to report for the month of July and therefore was not present for the meeting.

County Zoning Officer Jim Burger presented his Zoning Officer report for the month of July to the board. Mr. Burger informed the board that there were five (5) building permits issued during the month of July. There were twelve (12) building inspections completed during the month of July. Two (2) of the final inspections were for a house and a garage. (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 July to the board. There were two (2) deaths reported to his office during the month of July. (The County Death Investigator Report is on file at the Office of the County Clerk for review by any interested parties.)

Putnam County Office of Emergency Management Coordinator Robert Cofoid presented his PCOEM 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 July. Mr. Cofoid also informed the board that on two (2) occasions, Stark County requested the use of our generator due to power outages in Bradford, Illinois. Mr. Cofoid also informed the board that the Full Scale Winter Storm Exercise held on July 28, 2018, at the PCOEM building was well attended and went very well. Mr. Cofoid also informed the board that the PCOEM's 3rd quarter reports have been submitted for the EMPG and EOC grants. (The PCOEM 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 for the month of July. Board member Sheila Haage mentioned that there is a tree that needs to be removed from the "Old" Granville Cemetery.

Under "New Business" for Certified Lists of Candidates to Serve as Election Judges; County Clerk and Election Authority Dan Kuhn presented to the board the Certified Lists of Election Judges as submitted by the county Democratic and Republican Central Committee Chairpersons. The lists are to be approved by the County Board prior to being submitted to the Circuit Court for the court's approval. Board member Duane Calbow moved that the board approve the Certified Lists of Election Judges. Board member William Holmes seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent.

Also 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 27th through September 2nd of the year 2018, 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 Duane Calbow moved that the board approve and adopt the resolution Supporting Putnam County Workforce Development System and designating the week of August 27th through September 2nd, 2017, as “Workforce Development Week” in the County of Putnam. Board member Sheil 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 process the resolution (#2018-17). Ms. Furlon also reviewed the program’s upcoming activities for the year July 1, 2018 thru June 30, 2019, and discussed one of the success stories of an individual that has utilized the BEST program.

Also under “New Business” for County Insurance Renewal Proposal (Mine Subsidence) For Year 2018-2019 (Property Damage, Casualty and Liability); the board discussed eliminating the mine subsidence insurance would save the county \$883 for the contract year resulting in a premium total of \$53,945. The mine subsidence insurance covers for loss of property due to sinking above manmade mines. Mr. Michael Gonet with V.H. Gonet - Opper Insurance Agency had stated at the July meeting that there are no old coal mines in the Hennepin area according to the Illinois State Geological Survey. After brief discussion, board member Luke Holly moved that the board approves to decline the mine subsidence insurance county’s Property Damage, Casualty and Liability Insurance Plan for contract year 2018/2019. 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. The Clerk of the County Board was directed to send the required paperwork to V.H. Gonet - Opper Insurance Agency.

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 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 4 ayes, 0 nays, and 0 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.

The board also briefly discussed the possibility of leasing county property adjacent to the Putnam County Office of Emergency Management building as an additional source of revenue for the county. The idea will be further investigated by the board.

Also under "New Business" for Public Comment Period; there were no members of the public present for any comments.

At 6:45 P.M., board member Sheila Haage moved to adjourn the 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. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, September 10, 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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