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## Illinois County Map of COVID-19 Positive Cases

(<https://www2.illinois.gov/sites/coronavirus/map>)

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**[Minutes - February 13, 2018 \(/\)](#)**

# Putnam County Illinois Board Meeting Minutes

Minutes - February 13, 2018

PUTNAM COUNTY REGULAR BOARD

# MEETING

## FEBUARY 13, 2018, 5:30 P.M.

The regular meeting of the Putnam County Board was called to order at 5:30 P.M. on Tuesday, February 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 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 January 8, 2018, Regular Board 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. It was then moved by board member Duane Calbow to approve the minutes from the January 22, 2018, Special Meeting that was suspended from January 18, 2018. 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.

County Highway Engineer Pat Sloan presented his January report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that the Annual Motor Fuel Tax Bid Opening will be held on March 21, 2018, at the Marshall County Highway Department. Mr. Sloan also informed the board that the State Electronics Recycling Law has been updated. The new law requires that the manufacturers pay for recycling on the "consumer electronics devices" once they have been collected, sorted, and loaded into a truck. Marshall County is planning on continuing the program and will make the necessary deadline for opting into the 2019 program. Every county is guaranteed to have at least one (1) collection date. Mr. Sloan stated that he will handle getting Putnam County into the program. Probably joining along with Marshall County as was done last year. Other County Highway Engineer activities have included setting up the Motor Fuel Tax Plans for 2018 with the townships. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, replacing turbo oil line on 2003 International, checking and cleaning equipment, plowing and salting the roads, and participating in the Office of Emergency Management's Emergency Drill. (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 January Sheriff's and Civil Processing Transaction Reports with the board. 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 not present for the meeting. The board reviewed his financial reports for the month of January. The General Fund's working balance for the month of January, Fiscal Year 2018 was \$133,516.93 compared to a working balance of \$184,123.58 for the month of January, 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 January, Fiscal Year 2018, was \$12,353.05. The General Fund Savings balance for the month of January, Fiscal Year 2018, was \$130,828.11. The Illinois Fund - General Fund balance for the month of January, Fiscal Year 2018, was \$189,762.13. The actual versus budget variance percent target for the period is 25.00%. (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 January and therefore was not present for the meeting.

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

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

County Death Investigator Robert Cofoid presented his Death Investigator report for the month of January to the board. There were three (3) deaths reported to his office during the month of January. Mr. Cofoid also informed the board that he is planning on attending the Illinois Coroners and Medical Examiners Winter Training Conference later in February in Mt. Vernon, Illinois. Mr. Cofoid had nothing of further interest to discuss with the board. (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 January 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 January. The board and Mr. Cofoid also discussed snow removal at the PCEMA building and the need to keep snow cleared away from the back-up generator. (The PCEMA Coordinator Report is on file at the Office of the County Clerk for review by any interested parties.)

County Zoning Officer Jim Burger presented his Zoning Officer report for the month of January to the board. Mr. Burger informed the board that there were no building permits issued during the month of January. There were five (5) building inspections completed during the month of January. There were two (2) final inspections during the month of January for houses. Mr. Burger also informed the board that the revisions were made to the proposed Utility Solar Energy Systems section of the County Zoning Ordinance. 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 January.

Under “New Business” for County Zoning Ordinance Revision For Utility Solar Energy Systems; County Zoning Officer Jim Burger presented to the board a revision to the County Zoning Ordinance. Revisions were made to the proposed Utility Solar Energy System Article’s Section 14.11 of the County Zoning Ordinance. After brief discussion, board member Luke Holly moved that the board approve the revised section of the County Zoning Ordinance as presented by Mr. Burger. 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. Mr. Burger stated that he will update the information on the county website as it relates to the County Zoning Ordinance.

Also under “New Business” for Putnam County Website ([www.co.putnam.il.us](http://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) (<mailto:SGrady@cpointcc.com>).

Also under “New Business” for Approve Bills; the county board reviewed the bills for the month of January. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of January. 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.

Also under “New Business” for Public Comment Period; there were no members of the public present for any comments. Board member Duane Calbow recommended that each office and department has someone attend a Workplace Harassment and Discrimination Continuing Education class to be held at Illinois Valley Community College. To register, go to [ivcc.edu/cec](http://ivcc.edu/cec).

At 6:00 P.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, March 12, 2018, at 5:30 P.M.

Respectfully submitted,

DANIEL S. KUHN

**Putnam County Illinois  
120 North 4th Street  
Hennepin, IL 61327**

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