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## Illinois County Map of COVID-19 Positive Cases

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

# Putnam County Illinois Board Meeting Minutes

Minutes - November 13, 2018

**PUTNAM COUNTY REGULAR BOARD**

# MEETING

## NOVEMBER 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, November 13, 2018, in the courtroom 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.

Board Chairman Steven Malavolti took a moment at the beginning of the meeting to thank Duane Calbow for his 22 years of service as a county board member. Mr. Calbow had decided to retire from the board and this was his last meeting. Board member Calbow, in turn, thanked the board members and office holders for their past assistance and service to the county.

It was moved by board member Sheila Haage to approve the minutes from the October 9, 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.

County Highway Engineer Pat Sloan presented his October County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that final design work has started on the Bottom Road Bridge Project. Mr. Sloan provided the board with the Intersection Design Study related to the project. Mr. Sloan also informed the board that the salt shed construction has been completed and is ready for use. Mr. Sloan also informed the board that work is in progress to acquire additional right-of-way between 700N and 850N on South Mark Road to match the existing ROW to the north. Eight (8) parcels will be acquired with a total of 4.77 acres. Upon securing the ROW, the road and drainage in the segment will be upgraded. Other County Highway Engineer activities have included researching alternatives on a cost-effective maintenance plan for Bradford Road which would include crack filling, seal coating, scrub seal, cape seal, and hot-in-place recycling. The work will be bid out next year with other MFT work. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, reclaiming shoulders on the east of McNabb and Gehm School roads, finishing the mowing of roadsides for the season, sealing the concrete on the salt shed and working on the highway equipment. (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 presented his October Sheriff's and Civil Processing Transaction Reports to the board. 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

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 presented his financial reports for the month of October to the board. The General Fund's working balance for the month of October, Fiscal Year 2018 was \$143,031.57 compared to a working balance of \$159,866.04 for the month of October, 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 October, Fiscal Year 2018, was \$102,368.66. The General Fund Savings balance for the month of October, Fiscal Year 2018, was \$389,995.02. The Illinois Fund - General Fund balance for the month of October, Fiscal Year 2018, was \$13,820.26. The actual versus budget variance percent target for the period is 91.67%. Mr. Kunkel also informed the board that the 2017 Delinquent Tax Sale was held on November 9, 2018, with 82 parcels being sold. Mr. Kunkel also briefly discussed special levy funds for the Illinois Municipal Retirement Fund and Social Security. (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 October and therefore was not present for the meeting.

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

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

County Zoning Officer Jim Burger presented his Zoning Officer report for the month of October to the board. Mr. Burger informed the board that there were three (3) building permits issued during the month of October. One (1) permit was for a three-season room and two (2) permits were for decks. There were ten (10) building inspections completed during the month of October. One (1) was a final inspection for a pole building. Mr. Burger also informed the board that he has received calls inquiring about the county's requirements for purchasing cabins located at the Senachwine Conservation District that may potentially be located in a floodway. Mr. Burger also informed the board that he has met with representatives from IPS Steel and the company (Alessio and Sons) that will be doing the demolition of the steel mill. Demolition commenced on October 8th. The demolition material is being shipped out by truck. The material will also be shipped out by barge after the County Highway Engineer is contacted for the use of Power Plant Road to access the barge loading dock. Mr. Burger also informed the board that on October 23rd, the Planning Commission and Zoning Board of Appeals held hearings for a Special Use Permit to erect a solar farm on the west side of the junction of Illinois Highway 71 and 1175th Road. Both the Planning Commission and the Zoning Board of Appeals approved the petition. The minutes from those hearings was provided to the county board members. (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 reports for the month of October to the board. There were three (3) deaths reported to his office during the month of October. Mr. Cofoid also informed the board that he attended a training and networking opportunity in Bloomington/Normal sponsored by the Gift of Hope Organization. Mr. Cofoid also informed the board that he is planning on attending the Illinois Coroners Meeting/Training in Chicago next week. (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 October to the board. Mr. Cofoid's reports highlighted the attendance at various meetings, training, and other activities the agency sponsored and/or participated in during the month of October. Mr. Cofoid also informed the board that an Anhydrous Ammonia Spill was reported on N600 Avenue west of Hatton's Road. The PCOEM coordinated staging a safe distance to gather information to complete a Spill Report for the Illinois Emergency Management Agency. Mr. Cofoid also informed the board that the OEM facility is in need of a good cleaning and that supplies for the facility are also needed. (The PCOEM Coordinator Report are 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 October.

Under "New Business" for Resolution / State's Attorneys Appellate Prosecutor; State's Attorney Christina Judd-Mennie reviewed and explained to the board the resolution which supports the continued operation of the Office of the State's Attorneys Appellate Prosecutor and designates the Office of the State's Attorneys Appellate Prosecutor as its agent to administer the operation of appellate offices and process said appellate court cases for Putnam County. After a brief discussion, board member Luke Holly moved that the board approve and adopt the resolution as written. 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 Clerk of the County Board was directed to process the resolution (#2018-24).

Also under "New Business" for Illinois Counties Risk Management Trust (ICRMT) Worker's Compensation Renewal Proposal; Mr. Michael Gonet with Gonet-Opper Insurance Agency reviewed the Worker's Compensation Insurance renewal proposal from ICRMT for program year 12/01/2018 – 12/01/2019. The total annual premium is \$40,134 with two (2) payment options; a 50/50 plan and a 25/6 plan. After a brief discussion, board member Luke Holly moved that the board approve the proposal from ICRMT for the worker's compensation insurance and pay the premium using the 25/6 plan (\$10,034 on 12/1/2018 and \$6,020 per month for the following five (5) months). 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 of the County Board was directed to process the required paperwork for the worker's compensation insurance renewal.

Under “New Business” for Special Use Permit, Microgrid Energy; Mr. Garrett Peterson and Eric Phillips with Microgrid Energy addressed the board to discuss their request for a Special Use Permit with Putnam County for a Utility Solar Energy System. Mr. Peterson provided the board with a summary of the proposed project and Microgrid Energy’s Petition for Zoning Amendment. As reported by Putnam County Zoning Officer Jim Burger earlier in the meeting, both the Planning Commission and the Zoning Board of Appeals recommended the approval of Microgrid Energy’s Petition for Zoning Amendment (Special Use Permit) by the county board. After a brief discussion, board member Luke Holly moved that the board approves the Planning Commission and Zoning Board of Appeals recommendation and approves Microgrid Energy’s Petition for Zoning Amendment (Special Use Permit). 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.

Also under “New Business” for Budget Meetings For Fiscal Year 12/1/2018 - 11/30/2019; the board agreed to schedule the next Finance Committee’s budget meeting on November 14, 2018, at 5:30 P.M.

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 October. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of October. 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.

At 6:30 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, December 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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