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Putnam County Illinois Board Meeting Minutes

Minutes - January 13, 2020

PUTNAM COUNTY REGULAR BOARD MEETING JANUARY 13, 2020, 8:30 A.M.

The regular meeting of the Putnam County Board was called to order at 8:30 A.M. on Monday, January 13, 2019, 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, Steven Malavolti, and Luke Holly answering. Board members Charles Lenkaitis and Brad Popurella were unable to attend the meeting and were absent for the roll call.

It was moved by board member Sheila Haage to approve the minutes from the December 9, 2019, 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 2 absent. (The board chairman voted in the absence of two (2) board members.)

County Highway Engineer Pat Sloan presented his December report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that bids for the Bottom Road Bridge Project will be opened and read on Friday, January 17, 2020, in Springfield. Other County Highway Engineer activities have included meeting with all Township Highway Commissioners and putting together the annual Motor Fuel Tax Maintenance Program. The bid opening for seal coating will tentatively be held at 10:30 A.M. on March 18, 2020, at the Marshall County Highway Maintenance Building in Lacon, Illinois. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, taking all trucks in for testing, doing shoulder work on the McNabb Blacktop Road, spreading salt, plowing snow, and putting v-plow and chains on the grader. (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 December Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle discussed the budget for Animal Control. As of December 31, 2019, \$1,100.00 of the budgeted amount of \$10,000.00 has been used leaving a balance of \$8,890.00. 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 December to the board. The General Fund's working balance for the month of December, Fiscal Year 2019, was \$120,515.70 compared to a working balance of \$125,305.45 for the month of December, Fiscal Year 2018. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month, Fiscal Year 2019". The General Fund balance for the month of December, Fiscal Year 2019, was \$60,885.91. The General Fund Savings balance for the month of December, Fiscal Year 2019, was \$68,817.28. The Illinois Fund - General Fund balance for the month of November, Fiscal Year 2019, was \$200,573.67. The total of the General Fund Accounts is \$330,276.86. The actual versus budget variance percent target for the period is .083%. Mr. Kunkel had nothing of further interest to report to 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 Clerk & Recorder Dan Kuhn presented his County Clerk & Recorder's report for the month of December to the board. The report shows \$30,422.22 in total receipts and \$14,362.94 in total disbursements for the month of December resulting in a closing balance of \$16,059.28. Mr. Kuhn also informed the board that he has completed the Voter Registration Purge that was required by the State Board of Elections. Mr. Kuhn also informed the board that he is applying for additional HAVA grant funds for election security from the State Board of Elections. (The County Clerk & Recorder's report is on file at the Office of the County Clerk & Recorder for review by any interested parties.)

County Circuit Clerk Carly Neubaum was present for the meeting and updated the board on some of the activities in her office. Ms. Neubaum informed the board that she has used \$2,000.00 from her automation fund to cover the costs for computer software upgrades. Ms. Neubaum also informed the board that she has received \$13,000 from a collection agency for a traffic case. Ms. Neubaum also informed the board that the preliminary audit of her office looks good so far. Ms. Neubaum also discussed her office's collections and cannabis fines.

County Probation Officer Patricia Hohulin was present for the meeting and updated the board on some of the activities in her office. Ms. Hohulin informed the board that she has been receiving numerous calls on expungements for individuals fined for cannabis possession and possession of drug paraphernalia.

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

County Zoning Officer Jim Burger presented his Zoning Officer report for the month of December to the board. Mr. Burger informed the board that there was one (1) building permit issued during the month of December. There were eight (8) building inspections completed during the month of December. Two (2) of the inspections were final for a storage building and a meteorological tower. Mr. Burger also informed the board that the Zoning Board of Appeals held a working meeting on December 18, 2019, to review and make revisions to the proposed tax amendment regarding the cannabis regulations and zoning for recreational cannabis.

Several suggestions were made and the final recommendations will be reviewed by the State's Attorney. A public hearing will be held and the final amendment will then be presented to the County Board. Mr. Burger also informed the board that has answered the usual calls on property zoning and setbacks and has checked out possible zoning issues. (The County Zoning Officer Report is on file at the Office of the County Clerk for review by any interested parties.)

County Death Investigator Bob Cofoid presented his Death Investigator's report for the month of December to the board. There were six (6) deaths reported to his office during the month of December. Mr. Cofoid had nothing of further interest to report to 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 Office of Emergency Management Coordinator Chauntelle Biagi-Bruer was unable to be present for the meeting. Ms. Biagi-Bruer had submitted her O.E.M. Coordinator's report for the month of December to the board for their review.

Under "Old Business" for Committee Reports; there were no reports from any of the board committee members for the month of December.

Under "New Business" for Special Service Area; the board agreed to table the agenda item for discussion on February 10, 2020, Regular Meeting of the Putnam County Board.

Also, under "New Business" for Tax Anticipation Warrant Ordinance; the board agreed to table the agenda item for discussion on February 10, 2020, Regular Meeting of the Putnam County Board.

Also, under "New Business" for Resolution To Enter Into An Agreement For Implementing Coordination Of Recycling Services On Behalf Of Putnam County; the board reviewed a "Resolution to Enter into an Agreement for Implementing Coordination of Recycling Services on Behalf of Putnam County" submitted by the North Central Illinois Council of Governments. The resolution enters the county into an agreement with the NCICG to provide the county with services needed for annual registration of haulers and annual reporting as part of the county's overall solid waste management efforts. The agreement is for the period of January 1, 2020, through December 31, 2020. After a brief discussion, board member Luke Holly moved that the board approve and adopt the resolution of agreement with the NCICG as written. Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 2 absent. (The board chairman voted in the absence of two (2) board members.) The Clerk of the County Board was directed to process the resolution (#2020-01).

Also, under "New Business" for McNabb Fire Protection District Board Of Trustees, Trustee appointment; the board reviewed a letter of recommendation from the McNabb Fire Protection District for the appointment of Mr. Brian Mekley to the Board of Trustees for the McNabb Fire Protection District. The county board understands that Mr. Mekley will fill the trustee position left vacant due to the resignation of Mr. Travis Keesee and will serve the remainder of Mr. Keesee's three-year term which will expire May 1, 2020. After a brief discussion, board member Sheila Haage moved that the board approve the recommendation for the appointment of Mr. Brian Mekley as Trustee for the McNabb Fire Protection District. Board member Luke Holly seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 2 absent. (The board chairman voted in the absence of two (2) board members.) 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 Putnam County Board Committee Assignments For Fiscal Year 2019 - 2020, Board Chairman Steven Malavolti reviewed the board committee assignments for the Fiscal Year 2019 through 2020. The committee assignments for Fiscal Year 2019 through 2020 will remain the same as for the Fiscal Year 2018 through 2019.

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 (<mailto:SGrady@cpointcc.com>)SGrady@cpointcc.com (<mailto:SGrady@cpointcc.com>).

Also, under “New Business” for Approve Bills; the county board reviewed the bills for the month of December. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of December. Board member Luke Holly seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 2 absent. (The board chairman voted in the absence of two (2) board members.)

Also, under “New Business” for Correspondences and Reports; the board reviewed the monthly report from the County Clerk’s Office and the legislative reports from the Illinois Association of County Board Members and Commissioners.

Also, under “New Business” for Public Comment Period; Putnam County Chief Deputy Sheriff Chad Haage and Putnam County Deputy Sheriff Josh Randall addressed the board and expressed their concerns as to why there has not been any pay raises for deputies. Chairman Steven Malavolti stated that the board is waiting on a legal opinion for the creation of a Special Service Area. The Special Service Area would allow for the funding of pay increases for the Sheriff Department’s personnel. County Highway Engineer Pat Sloan also discussed upcoming recycling events. There were no other members of the public present for any comments.

At 9:20 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 3 ayes, 0 nays, and 2 absent. (The board chairman voted in the absence of two (2) board members.) The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, February 10, 2020, at 8:30 A.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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