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Putnam County Illinois Board Meeting Minutes

Minutes - June 14, 2021

PUTNAM COUNTY REGULAR BOARD MEETING

JUNE 14, 2021, 5:30 P.M.

The regular meeting of the Putnam County Board was called to order at 5:30 P.M. on Monday, June 14, 2021, by County Board Chairman Charles Lenkaitis. As a result of the social restrictions due to the outbreak of the Coronavirus (Covid-19) Pandemic and due to the

unavailability of the Putnam County Office of Emergency Management Building, the meeting was held in the courtroom at the Putnam County Courthouse in Hennepin, Illinois. The meeting was also available via Zoom.

Roll Call was taken by the Clerk of the County Board with Steven Malavolti, Luke Holly, Charles Lenkaitis, Anthony Rue, and Floyd Holocker answering.

The Pledge of Allegiance was recited by all in attendance.

It was moved by board member Steven Malavolti to approve the minutes from the May 10, 2020, Regular Board Meeting. Board member Anthony Rue 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 May report of County Highway Engineer and Maintenance Activities to the board via Zoom. Mr. Sloan informed the board that paving on 1175 E. (South Mark Road) was completed and the work was paid from the MFT account. Mr. Sloan also informed the board that the widening and paving of the East McNabb Blacktop Road is on target to be bid on the State Letting on July 30, 2021. Mr. Sloan also informed the board that the seal coat contractor is planning to begin seal coating work this month. Mr. Sloan then presented to the board a "Request for County Aid for Township Drainage Structure". The Highway Commissioner for Granville Township has submitted County Aid Project #105, requesting an appropriation from the County Bridge Fund a sum sufficient to meet one-half of the expense required for the replacement of a culvert in Granville Township on County Road 600N. The township will furnish the other one-half of the required amount. The total cost of the project will be approximately \$20,000. After a brief discussion, board member Steven Malavolti moved to approve the Request for County Aid Project #105. Board member Floyd Holocker 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 (#2021-09).

Other County Highway Engineer activities have included securing approximately 0.5 acres between two (2) property owners before the bidding of the ESK Bridge Replacement Project.

County Highway Maintenance activities have included checking the roads, servicing the Sheriff Department's vehicles, power washing the salt spreaders, mowing the roadsides, reclaiming shoulders on Silverspoon, and patching potholes. (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 Sheriff's and Civil Processing Transaction Reports for May to the board. Mr. Doyle also discussed the budget for Animal Control. As of May 31, 2021, \$5,724.77 of the budgeted amount of \$14,000.00 for Administrative Service Fees has been used leaving a remaining balance of \$8,275.23. Mr. Doyle also informed the board that the courthouse remains open for essential business. There currently are no 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 presented his financial reports for May to the board. The General Fund's working balance for May, Fiscal Year 2021, was \$249,508.28 compared to a working balance of \$151,724.28 for May, Fiscal Year 2020. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month, Fiscal Year 2021". The General Fund balance for May Fiscal Year 2021, was 26,742.26. The General Fund Savings balance for May, Fiscal Year 2021, was \$238,899.42. The Illinois Fund - General Fund balance for May, Fiscal Year 2021, was \$395,310.57. The total of the General Fund Accounts is \$660,952.25. Year to date for Fiscal Year 2021 shows revenues of \$1,203,548.89 and expenses of (\$1,524,890.79) for a total of (\$39,341.90). The actual versus budget variance percent target for the period is 50%. Mr. Kunkel also informed the board that tax distribution will occur in July and mid to late September. 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 report for May to the board. His report shows \$53,988.89 in total receipts and \$26,645.11 in total disbursements for May resulting in a closing balance of \$27,343.78. Mr. Kuhn also informed the board that \$1,215.00 has been received by his offices from the State Board of Elections for the reimbursement of the costs associated with election judges for the April Consolidated Election. Mr. Kuhn also informed the board that his Automation Fund currently shows a balance of \$11,464.33. Mr. Kuhn also informed the board that as of May 30th of this Fiscal Year, the County Clerk & Recorder's Offices have generated \$92,198.11 in General Fund Income. Mr. Kuhn had nothing further to report to the board. (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 had nothing to report to the board for May and therefore was not present for the meeting.

County Probation Officer Patricia Hohulin had nothing to report to the board for May and therefore was not present for the meeting.

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

County Zoning Officer Jim Burger presented his Zoning Officer report for May to the board. Mr. Burger informed the board that six (6) building permits were issued during May. There were fourteen (14) building inspections completed during May. Mr. Burger also informed the board that several zoning questions were answered via phone calls and email. Mr. Burger also informed the board that he checked the residence located at 103 Main Street in Putnam, Illinois for possible demolition. Mr. Burger also informed the board that he spoke with an Ameren representative regarding the requirements for the building of an electrical substation in the county. Mr. Burger also informed the board that he will continue to issue building permits

and perform inspections while observing the proper guidelines while out in the public. (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 was unable to be present for the meeting. The board reviewed his Death Investigator report for May. There was one (1) death reported to his office during May. Mr. Cofoid's report had nothing of further interest for 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 will present her May and June PCOEM Coordinator's Reports on July 12, 2021, at a Regular Meeting of the Putnam County Board.

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

Under "New Business for Second Amendment Resolution; the board agreed to table the agenda item until July 12, 2021, Regular Meeting of the Putnam County Board.

Also, under "New Business" for County Health Insurance, Contract Year July 1, 2021, thru June 30, 2022; Putnam County Clerk and Local Health Plan Representative Dan Kuhn had provided information before the meeting relative to the Fiscal Year 2022 Intergovernmental Agreement for the county's Health Insurance Plan through the Department of Central Management Services - Local Government Health Plan, State of Illinois. The plan's contract was discussed at the May board meeting with Mr. Eddie Kimble, Local Government Health Plan Manager with Central Management Services who was in attendance for the meeting via Zoom. After a brief discussion, board member Steven Malavolti moved that the board approve the health insurance contract for the contract year July 1, 2021, thru June 30, 2022. 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. Mr. Kuhn will complete the required contractual paperwork and file it with the Department of Central Management Services, State of Illinois.

Also, under "New Business" for Fish 'N Fun Request Of Approval For The Sale Of Beer And Wine At Annual Pancake Breakfast (August 1, 2021); the county board reviewed the letter of request for the board's approval for the sale of beer and wine at the Fish 'N Fun Annual Pancake Breakfast to be held on Sunday, August 1, 2021. After a brief discussion, board member Luke Holly moved that the board approves the request. The approval is contingent upon the county clerk's receipt of proof of liquor liability insurance before the event. Board member Anthony Rue seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to send the Fish 'N Fun Board of Directors a letter notifying them of the board's approval which is contingent upon the county clerk's receipt of proof of liquor liability insurance.

Also, under “New Business” for Lake Thunderbird Association Request For Approval For The Lake Thunderbird’s Annual Fireworks Display (July 10, 2021); the county board reviewed the letter of request from the Lake Thunderbird Association for the board’s approval of their Annual Fireworks Display. After a brief discussion, board member Floyd Holocker moved that the board approve the request contingent upon the return of the completed Local Fireworks Permit issued by the Henry Fire Protection District. 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 Clerk of the County Board was directed to send a letter to the association informing them of the board’s approval contingent upon the return of the additional required documentation.

Also, under “New Business” for Lake Thunderbird Association Request For Approval For The Sale Of Beer And Wine At Annual Corn Boil (August 7, 2021); the board reviewed the letter of request for the board’s approval for the sale of beer and wine at the Lake Thunderbird Association’s Annual Corn Boil. It was also noted that the association had submitted its Proof of Liquor Liability Insurance with the request. After a brief discussion, it was moved by board member Luke Holly that the board approves the request for the sale of beer and wine at the Lake Thunderbird Association’s Annual Corn Boil on August 7, 2021. Board member Floyd Holocker seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to send a letter to the Lake Thunderbird Association informing them of the board’s approval.

Also, under “New Business” for Back the Badge - H.B. 3653; Mr. Jaye Debates was present to request that the county board considers the passage of a “Resolution Urging Governor Pritzker To Repeal House Bill 3653 Regarding Criminal Justice Reform”. Mr. Debates informed the board that the approval of House Bill 3653 regarding criminal justice reform would have a significant negative impact on the safety of the residents of Putnam County and the personnel of the Putnam County Sheriff’s Department. The passage of the resolution by the county board would request that Governor J.B. Pritzker repeals House Bill 3653. After further discussion, the board agreed to place the item on July 12, 2021, a Regular Meeting of the Putnam County Board for decision.

Also, under “New Business” for Senachwine Township Board Request For Putnam County To Start Demolition Proceedings Against Property; the agenda item was tabled from the May meeting for further investigation. Board Chairman Charles Lenkaitis informed the remainder of the board that he has been in contact with Senachwine Township Supervisor Dave Boucher and the North Central Illinois Council of Governments for their suggestions on how to resolve the issue. The board agreed to table the agenda item once again until the July meeting. Further investigation is still needed to explore other possible options.

Also, under “New Business” for PC Hosting (Email & Website Services) Upgrade, Connecting Point; the board has been notified by Connecting Point that the hosting for the county’s Email and Website Services provided by I.V. Net, LLP, is over quota and out of hosting space. Connecting Point has temporarily increased the size so that the Email and Website Services will work. Connecting Point recommends an upgrade to 50GB. After a brief discussion, board

member Steven Malavolti moved that the board approves the upgrade. 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.

Under “New Business” for Clerk, Recorder And Election Authority For The County Of Putnam Resignation And Resolution For Appointment To Fill Vacancy; the board reviewed a “Resolution For Appointment Of Clerk, Recorder And Election Authority For The County Of Putnam”. The resolution states that Putnam County Clerk, Recorder, and Election Authority Daniel S. Kuhn will resign his position as Putnam County Clerk, Recorder, and Election Authority on June 30, 2021. As a result, the Putnam County Board has declared a vacancy in the office of the Putnam County Clerk, Recorder, and Election Authority. The resolution further states that the Chairperson of the Putnam County Board, in regular meetings established, hereby appoints Tina S. Dolder to the position of Putnam County Clerk, Recorder, and Election Authority effective July 1, 2021, for the remainder of the unexpired term ending November 30, 2022. After a brief discussion, board member Steven Malavolti moved that the Chairperson of the Putnam County Board appoints Tina S. Dolder to the position of Putnam County Clerk, Recorder, and Election Authority. Board member Luke Holly seconded the motion and the motion was carried by a roll call board vote of 4 ayes, 0 nays, and 0 absent. It was then moved by board member Steven Malavolti for the board to approve and adopt the resolution as written for the appointment of Clerk, Recorder, And Election Authority For The County Of Putnam. 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 Clerk of the County Board was directed to process the resolution (Resolution #2021-10).

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 ongoing. 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 May. Board member Steven Malavolti then moved that the board approve the payment of the bills for May. Board member Floyd Holocker 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 Committee Reports; the board chairman reviewed correspondences that he had received with the other members of the board. Board committee members also gave updates on meetings they have attended.

Also, under “New Business” for Public Comment Period, several public members were attending for comments. Hector Gomez with the Bureau, Marshall, Putnam County Health Department gave an update on the current situation relative to the Coronavirus (COVID-19)

pandemic. Other members of the public commented on the second amendment of the constitution and wind towers.

At 7:05 P.M., board member Anthony Rue moved to adjourn the meeting. Board member Floyd Holocker 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, July 12, 2021, at 5:30 P.M. The meeting will be held in the courtroom at the Putnam County Courthouse. The meeting will also be available via Zoom.

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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