



120 North 4th Street, Hennepin, IL 61327

Search ...

Hours: Monday - Friday 9:00 - 4:00

## Illinois County Map of COVID-19 Positive Cases

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

---

[Home\\_\(!\)](#)

[Calendar\\_\(/calendar\)](/calendar)

[Contact Us\\_\(/contact-us\)](/contact-us)

[Resource Links\\_\(/links\)](/links)

[Employment\\_\(/employment\)](/employment)



[\\_\(http://my.textcaster.com/asa/Default.aspx?ID=293284bb-a5aa-4a6e-9375-3b2a7c77ff2e\)](http://my.textcaster.com/asa/Default.aspx?ID=293284bb-a5aa-4a6e-9375-3b2a7c77ff2e)



[Board Minutes \(/county-offices/county/board-meeting-minutes\)](/county-offices/county/board-meeting-minutes)





**[Board Agendas \(/county-offices/county/board-meeting-agendas\)](/county-offices/county/board-meeting-agendas)**



**[Public Notices \(/communities/public-notice\)](/communities/public-notice)**



**[Ordinances & Resolutions \(/county-offices/document-library/ordinances-resolutions\)](/county-offices/document-library/ordinances-resolutions)**

You are here: [Home \(/\)](#) / [Government \(/county-offices\)](/county-offices) /

[County Board \(/county-offices/county\)](/county-offices/county) /

[Board Meeting Minutes \(/county-offices/county/board-meeting-minutes\)](/county-offices/county/board-meeting-minutes) /

**[Minutes - May 10, 2021 \(/\)](#)**

# Putnam County Illinois Board Meeting Minutes

## Minutes - May 10, 2021

### PUTNAM COUNTY REGULAR BOARD MEETING MAY 10, 2021, 5:30 P.M.

The regular meeting of the Putnam County Board was called to order at 5:30 P.M. on Monday, May 10, 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 April 12, 2020, Regular Board Meeting. Board member Steven Anthony Rue 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 Floyd Holocker to approve the minutes from May 7, 2021, Special Board Meeting contingent upon correction. Board member Steven Malavolti 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 April report of County Highway Engineer and Maintenance Activities to the board via Zoom. Mr. Sloan presented a draft of a "Resolution Awarding Bids For Various Township And County Maintenance Sections" to the board for their review and approval. The bid tabulations from April 14, 2021, bid letting were attached to Mr. Sloan's April report. All Seal Coating Bids averaged 2% higher than the engineer's estimate but were within the IDOT guidelines to award. The Paving Bid was nearly 9% lower than the estimate. Seal Coat Bids were awarded to the Pavement Maintenance Service of Henry, Illinois. They were the low responsible bidder for Putnam County, Granville Township Hennepin Township Magnolia Township, and Senachwine Township. The Paving Bid for Putnam County was awarded to Advanced Asphalt. They were the low-responsible bidder. Mr. Sloan recommended the award of the contracts to the low-responsible bidder as listed in the resolution and as approved by the IDOT. After a brief discussion, board member Brad Luke Holly moved to approve and adopt the resolution as written. 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 (#2021-07). Other County Highway Engineer activities have included completing the plans and specifications for the East McNabb Blacktop Road Project. The project will be bid at the State Letting on July 30, 2021. Mr. Sloan also informed the board that he continues to provide support for the IDOT Motor Fuel Tax auditor who has been in the office for several days this past month. County Highway Maintenance activities have included checking the roads, servicing the Sheriff Department's vehicles, getting the trucks tested, reclaiming shoulders on McNabb, East McNabb, County Line, Gehm, and School Roads, patching potholes, cleaning up a downed tree in Florid. (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 the month of April to the board. Mr. Doyle also discussed the budget for Animal Control. As of April 30, 2021, \$4,383.37 of the budgeted amount of \$14,000.00 for Administrative Service

Fees has been used leaving a remaining balance of \$9,616.63. Mr. Doyle also informed the board that the courthouse remains open for essential business. Mr. Doyle also informed the board that a heating/air conditioning unit needs to be replaced in the Circuit Clerk's Office. There currently are other 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 the month of April to the board. The General Fund's working balance for the month of April, Fiscal Year 2021, was \$201,475.15 compared to a working balance of \$134,240.31 for the month of April, 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 the month of April, Fiscal Year 2021, was \$15,826.23. The General Fund Savings balance for the month of April, Fiscal Year 2021, was \$239,168.88. The Illinois Fund - General Fund balance for the month of April, Fiscal Year 2021, was \$266,590.45. The total of the General Fund Accounts is \$521,585.56. Year to date for Fiscal Year 2021 shows revenues of \$954,040.61 and expenses of (\$1,337,961.25) for a total of (\$383,920.64). The actual versus budget variance percent target for the period is 41.67%. Mr. Kunkel also informed the board that tax bills have been mailed out with the first installment due June 1st and the second installment due September 1st. 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 the month of April to the board. His report shows \$46,940.71 in total receipts and \$10,972.64 in total disbursements for the month of April resulting in a closing balance of \$35,968.07. Mr. Kuhn also informed the board that his Automation Fund currently shows a balance of \$10,329.04. The fund is used for any needed equipment purchases and the Recorder Office's yearly Land Records Management contract thus eliminating the use of the office's General Fund budget for those purchases. Mr. Kuhn also informed the board that as of March 31 of this Fiscal Year, the County Clerk & Recorder's Offices have generated \$74,848.80 in General Fund Income. Mr. Kuhn also informed the board that he has completed the Tax Extension and turned in the Tax Extension Certification to the Treasurer's Office on April 16, 2021. 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 was present for the meeting updated the board on the current activities in her office. Ms. Neubaum informed the board that the jury has been selected for the upcoming Jury Trial. Ms. Neubaum also informed the board that she has successfully backed up the systems in her office. Ms. Neubaum had nothing of further interest to report to the board.

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

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

County Zoning Officer Jim Burger presented his Zoning Officer report for the month of April to the board. Mr. Burger informed the board that there were eight (8) building permits issued during the month of April. There were fourteen (14) building inspections completed during the month of April of which one (1) was final for a new home. Mr. Burger also informed the board that several zoning questions were answered via phone calls and email. A phone call was received from the Granville Village Zoning Officer informing that the Village of Granville was going to annex the JW Ossola property located south of Route 71 on 1300th Street. It is currently zoned Heavy Industrial (I-2). Mr. Burger also informed the board that he attended an informational meeting at Marquis Energy regarding a new project. Mr. Burger also informed the board that the Public Hearing concerning wind towers relative to the Zoning Ordinance that was scheduled for March and then rescheduled in April was postponed due to possible clerical error(s). The hearing is to be rescheduled sometime in May. Mr. Burger also informed the board that he has been looking up information on possible changes to the statutes that would have an effect on the county and other issues. 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 presented his Death Investigator report for the month of April to the board. There was one (1) death reported to his office during the month of April. 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 presented her April P.C.O.E.M. Coordinator's reports to the board. Ms. Biagi Bruer informed the board that the State of Illinois has extended its Disaster Proclamation until May 29, 2021. This covers all 102 counties including Putnam County. Ms. Biagi-Bruer discussed with the board her continued planning and preparedness activities in response to the Coronavirus (COVID-19) Pandemic and assisting the Bureau, Marshall, Putnam County Health Department in their use of the P.C.O.E.M. building for the administering of vaccinations for COVID-19. The Health Department has been using the P.C.O.E.M. building on Wednesdays for the vaccinations. Ms. Biagi-Bruer also informed the board that we are still waiting for the correct door for the main entrance to the building to arrive for installation. Ms. Biagi-Bruer also informed the board that she has been working on the accreditation documents and applications that are due in May 2021 to IEMA so we can continue to be eligible for grants. As part of Ms. Biagi-Bruer's report, Mr. Hector Gomez and Mr. Kurt Kuchle with the Bureau, Marshall, Putnam County Health Department gave an update on the current situation relative to the Coronavirus (COVID-19) pandemic. Mr. Gomez informed the board that COVID-19 vaccinations are continuing to be distributed utilizing the P.C.O.E.M. Building. The "second round" of vaccinations is now being distributed. Mr. Kuchle also informed the board that the gravel drive-

thru area at the P.C.O.E.M. building has been completed by the Health Department. (The P.C.O.E.M. 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 committee members for the month of April.

Under “New Business for American Recovery Plan; Mr. Cole Horner and Ms. Ali Braboy with the North Central Illinois Council of Governments were present and discussed with the board the American Recovery Plan which will provide financial assistance to villages and counties from the federal government. The plan ends on December 31, 2024. The estimated allocation for Putnam County is \$1,113,044.00. Ms. Braboy informed the board of certain restrictions relative to the plan. Mr. Horner discussed with the board the Illinois Rental Payment Program that will support Illinois households unable to pay rent due to COVID-19 hardships. The program is through the Illinois Housing Development Authority and opens on May 17th. Assistance is also available through the Restaurant Revitalization Fund for restaurants, bars, and bakeries which began May 3rd.

Also, under “New Business” for County Health Insurance, Contract Year July 1, 2021, Thru June 30, 2022; Mr. Eddie Kimble, Local Government Health Plan Manager with Central Management Services was in attendance for the meeting via Zoom to address questions the board had relative to the county’s health insurance. Mr. Kimble informed the board that Putnam County will be a Tier A+ for FY2022 and that premiums will not increase compared to the current contract year. In most cases, the premiums for each of the various plans will slightly decrease. The item will be on the agenda for the June board meeting for contract approval.

Also, under “New Business” for Regional Office Of Education (Lasalle, Marshall, Putnam Counties) Annual Report 2019-2020; Mr. Christopher Dvorak, Regional Superintendent of Education and Matt Winchester, Assistant Superintendent presented the Annual Report for the Regional Office of Education to the board. The Annual Report highlighted many of the programs and services that were offered by the LaSalle, Marshall, Putnam Regional Office of Education over the past year. The report also included a financial summary and selected statistics for the school districts in the region. Mr. Dvorak also provided to the board members the ROE’s 2019-2020 Directory. (The ROE Annual Report is on file at the Office of the County Clerk for review by any interested parties.)

Also, under “New Business” for Resolution To Protect Local Control Of Zoning And Land Use; the board reviewed the draft of a resolution opposing Senate Bill 1602 or any similar legislation that would undermine the County Board’s local zoning authority. The passage of Senate Bill 1602 will ignore differences that occur locally from county to county across the State of Illinois and remove a county board’s ability to regulate those local differences and address the concerns of their residents. After a brief discussion, board member Steven Malavolti moved that the board approve and adopt the resolution as written. 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 (#2021-08).

Also, under “New Business” for Proposed Intergovernmental Agreement Between The Village Of Hennepin And The County Of Putnam; Mr. Quentin Buffington with the Village of Hennepin was present and addressed the board to discuss a Security Camera System that the Village of Hennepin would like to install at the entrances to the village for security purposes. The preferred locations would be High Street and Rt. 26 near the Methodist Church sign, old Rt. 26 at the Putnam County E.M.A. Building, and the Putnam County Historical Society Meeting Building. Mr. Buffington also discussed the electrical power and equipment that will be needed. The village will provide all labor, material, and installation utilizing approved contractors. The Village of Hennepin would like to get a verbal agreement from all the parties at this time so that the proper legal agreements can be prepared and move forward with the project. The board verbally agreed and requested that the village keeps the board informed of the progress.

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 April meeting for further investigation. Board Chairman Charles Lenkaitis informed the remainder of the board that he has been in contact with the Henry Fire Department to see if a “controlled burn” would be possible for the demolition of a building in Putnam, Illinois. Other buildings are located too close to the building that is being requested to be demolished. An option may be to seek grant money through the American Recovery Plan and have the building demolished some other way. The board agreed to table the agenda item once again until the June meeting. Further investigation is needed to explore other possible options.

Also, under “New Business” for Magnolia Cemetery Board Members and Terms Of Appointment; the county board reviewed a list of board members and their respective terms that were submitted to the board by the Magnolia Cemetery Board. The Magnolia Cemetery Board is requesting the county board’s approval. After a brief discussion, board member Steven Malavolti moved that the board approve the list of board member appointments for the Magnolia Cemetery Board and their respective terms. 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. The Clerk of the County Board was directed to send a letter to the Magnolia Cemetery Board informing them of the board’s approval.

Also, under “New Business” for Second Amendment (Jeffrey R. Purtell); Mr. Jeffrey Purtell was present and addressed the board to further discuss a board resolution to uphold the Second Amendment rights of individuals to own guns. Mr. Purtell was informed that a draft of a county board resolution supporting the Second Amendment will be discussed for possible approval and adoption at the June board meeting.

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. The board reviewed the quotes for the upgrade. The item will be placed on the June meeting agenda for further discussion and decision

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 ongoing. 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 April. Board member Steven Malavolti then moved that the board approve the payment of the bills for the month of April. 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; there were no members of the public in attendance for comments.

At 6:05 P.M., board member Anthony Rue 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, June 14, 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**

Copyright © 2012- 2023 Putnam County Illinois

**[Terms of Use \(/terms-of-use\)](#)**

---

**[Privacy \(/privacy\)](#)**

---

**[Sitemap \(/sitemap\)](#)**

---

**[Search \(/search\)](#)**

---

**[Accessibility Statement \(/accessibility-statement\)](#)**

**[Website Design by  
Connecting Point Computer Centers](#)**

**<http://www.cpointcc.com>**

**[Hosting by IVNet \(http://www.ivnet.com/\)](http://www.ivnet.com/)**