

Putnam County Illinois Board Meeting Minutes

Minutes - April 8, 2024

PUTNAM COUNTY REGULAR BOARD MEETING

APRIL 8, 2024, at 5:30 P.M.

The regular meeting of the Putnam County Board was called to order at 5:30 P.M. on Monday, April 8, 2024, by County Board Chairman Charles Lenkaitis. The meeting was held in the courtroom at the Putnam County Courthouse in Hennepin, Illinois

The Clerk of the County Board took Roll Call with, Tony Rue, Steven Malavolti, and Charles Lenkaitis answering. Floyd Holocker and Luke Holly are absent.

The Pledge of Allegiance was recited by all in attendance.

Minutes: It was moved by board member Malavolti to approve the minutes from March 11, 2024, Regular Board Meeting. Board member Rue seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 2 absent.

Bills: It was moved by board member Malavolti to approve the bills for March 2024. Board member Rue seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 2 absent.

Public comment: No Public Comment.

States Attorney Christina Judd Mennie was present and just wanted to point out that she is in the middle of reviewing the Liquor Ordinance and there should be an amended Ordinance to approve at the next board meeting. Christina did state that the County Board-Chairman has come up with a new procedure for Liquor License application and we will need to start charging \$11.00 to be able to get a Criminal

History completed using CHIRP. There were no other questions for the States Attorney.

Floyd Holocker entered the meeting at 5:36 P.M.

County Highway Engineer Catherine Terando was present and presented her March report regarding County Highway Engineering and Maintenance Activities to the board. Operations and Maintenance continued with all normal duties. The MFT Bid letting is tentatively scheduled for April 24th. An IDOT rep was in the office for the annual documentation review and she gave an overall good review. Electronic recycling is being held in Toluca on April 19, 2024, for Marshall and Putnam residents. The Highway Department will take care of the mowing for the cemeteries for the county. There were no other questions regarding her report. (The County Highway Engineer report is on file at the Office of the County Clerk & Recorder for review by any interested parties.)

Sheriff Joshua Boedigheimer was present with his financial reports for March. The sheriff reported that he is hoping the elevator will be in working condition soon they are waiting on Otis to finalize and water for the sprinkler system. There were no questions regarding the Sheriff's report. (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 present with his financial reports for March. The General Fund's Income for March, Fiscal Year 2024, is \$260,625.02 compared to an income of \$276,587.62 for March, Fiscal Year 2023. Kunkel's report also included a review of the "General Fund Accounts Balance by Month, Fiscal Year 2024". The General Fund balance for March, Fiscal Year 2024, is \$60,028.44. The General Fund Savings balance for March, Fiscal Year 2024, is \$87,476.43. The Illinois Fund - General Fund balance for March, Fiscal Year 2024, is \$1,944,368.29. Year to date for the Fiscal Year 2024 shows revenues of \$882,552.93 and expenses of (\$1,336,568.57) for a total of (\$454,015.57). Kevin also reported that he put 500,000.00 in a CD at North Central Bank he was going to go with PMA however North Central Bank gave him a 5.0 interest rate, so he kept the money local. There were no other questions regarding his report. (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 Tina Dolder was present with her report for March. Dolder reported the income collected for March was \$13,898.04. Tina received a letter from the American Legion requesting more money for poll rent. She stated that we are very fortunate to have our polling places willing to store our ballot box and voting booths throughout the year, most counties have to pay for storage units to

hold that equipment. Tina also requested that we increase the poll setup. The board said to put it on the agenda for May and have a resolution ready for the increase and amending the budget. Tina reported that the Election went great there was a lower turnout of 20.39%, however, we were one of the higher percentages for county turnout in the state. Tina is also still working on Extension hoping to turn it over to Kevin this week. (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 not present and did not have a report.

County Probation Officer Shawn Oetzel was not present and did not have a report.

Chief Probation Officer Megan Spradling was present and is requesting financial assistance. Megan prepared a PowerPoint regarding the Probation District, the Chief Probation Officer's position, and the changes that the department is facing. Megan also attached a resolution to the PowerPoint presentation for each member to see. The Board Chairman asked if she could look at the split by population instead of 1/3 of the cost. The Resolution was tabled until the next board meeting in May. (The Chief Probation Officer's PowerPoint is on file at the Office of the County Clerk & Recorder for review by any interested parties.)

Zoning Administrator Ryan Giacometti was present with his report for March.

There were 6 new building permits for March, and the scheduling and inspection of permitted projects continue. Ryan held hearings for Text Amendment on February 21, 2024, with the Zoning Board of Appeals and on March 20, 2024, with the Planning Commission to review the roles and duties of the Planning Commission and to combine the current Planning Commission with the current ZBA. Both hearings resulted in unanimous decisions to approve the application. So, Ryan has a couple of action items on the agenda. First, Resolution 2024-11 Creation of the Putnam County Planning and Zoning Board of Appeals. This resolution combines the Putnam County Planning Commission and the Putnam County Zoning Board of Appeals. These 2 boards are now 1 board of 7 voting members and 2 alternates. It was moved by board member Rue to approve Resolution 2024-11 The Creation of the Putnam County Planning and Zoning Board of Appeals. Board member Holocker seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 1 absent. (The Clerk of the County Board was directed to process Resolution 2024-11 Creation of the Putnam County Planning and Zoning Board of Appeals.) Next, Resolution 2024-12 Reappointment of Planning and Zoning Board of Appeals Member. The Zoning Administrator is requesting the reappointment of Kevin Knapp to another 5-year term of service to the PCPZBA. This term will expire 5/01/2029. It was moved by board member Holocker to approve Resolution 2024-11 Reappointment of Kevin Knapp to PCPZBA for another 5-year term. Board member

Rue seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 1 absent. (The Clerk of the County Board was directed to process Resolution 2024-12 Reappointment of Kevin Knapp to PCPZBA.) Ryan reported that there is a Planning and Zoning Board of Appeals (PCPZBA) meeting scheduled on Wednesday, April 17, 2024 at 7:00 pm in the Putnam County Courtroom to hear ZBA# 24-03 Special Use by Darren Brown on behalf of Mostid Holdings. There were no other questions regarding his report. (The Zoning Officer's full report is on file at the Office of the County Clerk & Recorder for review by any interested parties.)

County Supervisor of Assessments Tammy Mehalic was not present and had nothing to report.

County Death Investigator Bob Cofoid was present and had his Death Investigator report for March. Cofoid reported (3) deaths in March. Cofoid attended a training Conference at Starved Rock and it was excellent with approx. 80 attendees including personnel from various Coroners offices and Police departments. There were no other questions regarding his report. (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 present with her Jan, Feb, and March reports. Chauntelle reported that the Local Emergency Planning Committee started planning the Full-Scale Exercise based around a train derailment with a hazardous material involved with a tentative date of September 21, 2024. Chauntelle has attended many other trainings in the last 3 months. The PC OEM Training Room seems to be a busy place with many more events booked for the next 2 months. Chauntelle said that there were over 80 people at the weather spotter training put on by the National Weather Service from the Quad Cities. There were no other questions regarding her report. (The County OEM Coordinator report is on file at the Office of the County Clerk for review by any interested parties.)

NEW/OLD BUSINESS:

Christopher Dvorak, Regional Superintendent, LaSalle, Marshall & Putnam County Regional Office of Education #35 presented the annual report. This office provides high-quality resources and services for the communities and education stakeholders. This is a link to the annual report <https://www.roe35.org/resources/annual-report> . As ROE #35 continues working to staff our schools, they created this video to encourage future educators into the profession. The production is called "Lessons Learned: A Conversation with New and Lifelong Educators". The video can be accessed through this

link. https://www.youtube.com/watch?v=qw_xelPdo3c&t=50s Christopher Dvorak, Regional Superintendent also announced this year's Excellence in Education event to be held on May 2, 2024, from 4:00 p.m. to 7:00 p.m., at Knights of Columbus, Ottawa, Illinois. We expect over 500 attendees to celebrate education in our region with around 200 award recipients. The board thanked them for all the hard work they have done and continue to do.

Hopkins & Associates, Auditor Kim Bird presented the annual audit for Putnam County FY 2023. Kim briefly went through the report and pointed out pages to look at. Overall, the County is doing well, assets are up and there are currently more available funds than the county has ever had. It was moved by board member Malavolti to approve the Audit report for Putnam County FY 2023. Board member Rue seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 1 absent.

Katie Richie from Globe Life Family Heritage Division was present and discussed the different types of insurance she had to offer. Katie would like to come and talk to some of the county employees to see if they are interested. The board asked a few questions about some of the coverage and thanked her for coming.

McNabb Fire Protection District Board requested the reappointment of Trustee Bradley Grasser to a 3-year term 5/01/2024 – 05/01/2027. Also, requesting the reappointment of Trustee Brian Mekely (current term ended 5/1/2023) for a 3-year term starting 5/01/2023 – ending 5/01/2026. After a short discussion, it was moved by board member Rue to approve the reappointment of Bradley Grasser and Brian Mekely. Board member Holocker seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 1 absent.

Standard Fire Protection District requested the reappointment of Trustee Michael Richetta for a 3-year term 5/01/2024 – 5/01/2027. It was moved by board member Rue to approve the reappointment of Michael Richetta. Board member Holocker seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 1 absent.

Liquor License Application – It was moved by board member Rue to approve the \$11.00 charge for the Application to be able to run a criminal background check. Board member Holocker seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 1 absent.

Leasing Parcel 01-11-141-020 – The county board directed the Clerk to call Joe and get an update on the agreement between him and Boggio. (tabled to next month)

Cemetery Mowing was briefly discussed with the Highway Engineer and they decided that the PC Highway department would be mowing the cemetery and Catherine will work out the details on the hours of the mower.

There was no new information regarding the County Handbook so it was tabled again until next month.

Connecting Point – Website Care Report, CP Care Report, etc. – reviewed reports

Correspondences and Committee Reports: None

ADJOURN:

At 6:45 P.M., Board member Rue moved to adjourn the meeting. Board member Holocker seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 1 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, May 13, 2024, at 5:30 P.M. The meeting will be held in the courtroom at the Putnam County Courthouse.

Respectfully submitted,

TINA DOLDER, Clerk of the Putnam County Board