

COLES COUNTY BOARD

Regular Meeting

December 9, 2014

The Regular meeting of the Coles County Board was called to order at 7:00 p.m. with the following members present Brandon Bell, Paul Daily, Mark Degler, Jan Eads, Dan Lawrence, Brian Marvin, Ron Osborne, Nancy Purdy, Cory Sanders, Marc Weber, and Mike ZuHone with Chairman Stan Metzger presiding.

Following the Pledge to the Flag, the Invocation was given by Mike Zuhone.

APPROVAL OF MINUTES.

Motion was made by Daily, seconded by Degler to approve the November 10, 2014 County Board Minutes.

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

APPOINTMENT TO THE HOUSING AUTHORITY

Appointment was made by Metzger, to appoint Debbie Albin to serve on the Housing Authority Board until February 2019 with the consent of the County Board.

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

TAX SALE RESOLUTIONS

(For a copy of the resolutions see pages 2716 - 2717)

Motion was made by Weber, seconded by Marvin

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

**ORDINANCE AMENDING FOOD SANITATION ORDINANCE
HOME KITCHEN OPERATION**

(For a copy of the ordinance see pages 2718 - 2719)

Motion was made by Daily, seconded by Zuhone

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

RESOLUTION TO HIRE LEGAL COUNSEL - TONY SUNDERMAN

(For a copy of the resolution see page 2720)

Motion was made by Daily, seconded by Degler

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

DIAL-A RIDE PUBLIC TRANSPORTATION SERVICE PLAN

(For a copy of the resolution see pages 2721- 2754)

Motion was made by Daily, seconded by Lawrence

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

RES: APPROPRIATE FUNDS FOR SALARY AND EXPENSES

(For a copy of the resolution see page 2755)

Motion was made by Zuhone, seconded by Daily

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

RES: 2015 COUNTY MAINTENANCE

(For a copy of the resolution see page 2758)

Motion was made by Zuhone, seconded by Osborne

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

COUNTY BRIDGE FUND PETITION - PLEASANT GROVE

(For a copy of the petition see page 2759)

Motion was made by Zuhone, seconded by Weber

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

**CONTRACT TO PROVIDE SPECIAL POLICE SERVICES
Between the Village of Ashmore and Coles County, Illinois**

(For a copy of the petition see page 2760 - 2761)

Motion was made by Osborne, seconded by Marvin

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

APPOINTMENTS

None

ADJOURNED

Upon motion by Marvin, seconded by Degler the Coles County Board was adjourned at 7:25 p.m..

AYES: Bell, Daily, Degler, Eads, Lawrence, Marvin, Metzger,
Osborne, Purdy, Sanders, Weber, ZuHone (12)

NAYS: None (0)

ABSENT: None (0)

ATTEST:

_____ County Clerk

RESOLUTION



WHEREAS, The County of Coles, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Coles, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

JO1A L10B5
BK 900 PG 241 50X140

PERMANENT PARCEL NUMBER: 07-1-07781-000

As described in certificate(s): 201000255 sold on October 24, 2011

Commonly known as: 1412 N. 11TH ST.

and it appearing to the Finance Committee that it would be to the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Randy Albert Ray, has paid \$2,110.36 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Finance Committee and at the same time it having been determined that the County shall receive \$1,147.47 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$35.00 for cancellation of Certificate(s), the Tax Liquidation Fund shall receive \$95.70 to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the agent for his services.

THEREFORE, your Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF COLES COUNTY, ILLINOIS, that the Chairman of the Board of Coles County, Illinois, authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described real estate for the sum of \$1,147.47 to be paid to the Treasurer of Coles County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____,

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SURRENDER

12-14-001

2715

RESOLUTION



WHEREAS, The County of Coles, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Coles, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

JO1A L11B5
#600528 50X140

PERMANENT PARCEL NUMBER: 07-1-07782-000

As described in certificate(s): 201000256 sold on October 24, 2011

Commonly known as: N. 11TH ST.

and it appearing to the Finance Committee that it would be to the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Randy Albert Ray, has paid \$2,104.25 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Finance Committee and at the same time it having been determined that the County shall receive \$1,147.47 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$35.00 for cancellation of Certificate(s), the Tax Liquidation Fund shall receive \$89.59 to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the agent for his services.

THEREFORE, your Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF COLES COUNTY, ILLINOIS, that the Chairman of the Board of Coles County, Illinois, authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described real estate for the sum of \$1,147.47 to be paid to the Treasurer of Coles County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____,

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SURRENDER

12-14-002

2716

ORDINANCE

14-____-_____

**ORDINANCE AMENDING FOOD SANITATION ORDINANCE-
HOME KITCHEN OPERATION**

WHEREAS, the State of Illinois enacted law effective June 10, 2014, which enabled County governments to adopt ordinances allowing the direct sale of baked goods as described in 410 ILCS 625/4 (410 ILCS 625/3.4); and

WHEREAS, it is in the best interests of the residents of Coles County and consistent with Illinois law to authorize the direct Home Kitchen Operations as defined in 410 ILCS 625/3.4.

NOW, BE IT THEREFORE ORDAINED that the Food Sanitation Ordinance of Coles County shall be amended by the addition of the following language:

Section B-Definitions

4. Home Kitchen Operation shall mean a person who produces or packages non-potentially hazardous food in a kitchen of that person's primary domestic residence for direct sale by the owner or a family member, or for sale by a religious, charitable, or nonprofit organization, stored in the residence where the food is made, pursuant to Public Act 098-0643.

SECTION I. - HOME KITCHEN OPERATIONS

1. Home Kitchen Operations shall be authorized and allowed in Coles County subject to the following terms:

- a) Monthly gross sales do not exceed \$1,000.
- b) The food is not a potentially hazardous baked food.
- c) A notice is provided to the purchaser that the product was produced in a home kitchen.

- d) The operator registers the location of the "home kitchen" and signs such documents that are necessary stating an understanding and agreement to follow the terms and conditions of this ordinance and the statutes of the State of Illinois.
- e) Violations of this Ordinance shall be subject to penalties under the general penalty provision of the Coles County Food Sanitation Ordinance.

INTRODUCED this _____ day of _____, 2014.

PASSED this _____ day of _____, 2014.

APPROVED this _____ day of _____, 2014.

County Board Chairman

ATTEST:

County Clerk

State of Illinois)
)ss.
County of Coles)

RESOLUTION TO HIRE LEGAL COUNSEL

WHEREAS, the County of Coles has been served with a lawsuit, Celia Lawrence v Coles County, State of Illinois, Lonnie L. Lutz, and C. Steve Ferguson, Case no. 14-2255; and

WHEREAS, at the request of Brian Bower, State's Attorney, the Insurance Committee voted to forward a resolution to the County Board to hire Tony Sunderman, Brainard Law Office, to examine and evaluate the current insurance coverages in regards to this pending law suit.

NOW, THEREFORE BE IT RESOLVED by the County Board of Coles County, Illinois to hire Mr. Sunderman, as stated above, at his normal hourly rate on a time basis with the amount not to exceed \$1,000.

DATED this ____ day of December, 2014.

ATTEST:

_____ Clerk

Public Transportation Service Plan (PTSP)



PCOM Name: Kelly Lockhart

PCOM Address: 651 Jackson Ave Rm 309

Charleston, IL 61920

PCOM E-Mail: klockhart@co.coles.il.us

PCOM Phone Number: 217-348-0521

Entity or Entities PCOM is Monitoring: Coles County

Date Submitted:

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Introduction

Item 7(G)(2) of the Non-Metro Capital/Operating Grant requires each Grantee to complete the following Public Transportation Service Plan. The Illinois Department of Transportation (IDOT) will review each Grantee's Plan and will concur once the document is completed to their satisfaction. This grant provides Federal and State operating funds through 49 USC §5311 and 30 ILCS 740/2-1 et seq. respectively.

The Public Transportation Service Plan will measure transportation service quality and help the Grantee and IDOT better understand the Grantee's current social, economic, and environmental conditions in which the Grantee or their Operator(s) are working. For multi-county transportation providers, this Plan will also assess each county's service levels. The Program Compliance Oversight Monitor (PCOM) will submit this document once a year for IDOT's concurrence and will modify it until concurrence is received.

Please complete this Plan with your local operator(s) and review it with them during the drafting and revising (if any) process.

Upon review, IDOT will provide technical assistance to the PCOM to help improve transportation funding programs when federal and/or state money was provided.

Grantee Information

Grantee Name	Coles County
Grantee Address	651 Jackson, Room 309
Grantee City, State, and Zip	Charleston, IL, 61920
Grantee Website	www.co.coles.il.us

Service Operations

This section will provide an overview on how the Grantee and/or their Operator(s) are maximizing transportation dollars. It will also describe how the Grantee and/or their Operator(s) have maximized openness, transparency, and coordination of service planning, design, marketing, and operations.

How many Operators (including human service agencies providing transportation) does the Grantee have? Please include the Grantee if they directly provide transportation.



Please list each of these Operators and add more rows to this table if necessary. Please include public and private operators and human service agencies providing transportation. These may include medical transportation providers, Amtrak, Greyhound, other interregional services (whether open to the public or client-specific), taxi providers, public transit providers, or private for-profit operators.

Operator Name	Operator Address	Operator Phone Number
Coles County Council on Aging, Inc. Dial-A-Ride (Public)	11021 E. County Road 800 North, Charleston, IL 61920-8632	217-639-5150
CCAR Industries, Inc. (Private)	1600 Lincoln Ave., Charleston, IL 61920	217-348-0852
LifeLinks Mental Health (Private)	750 Broadway Ave. East, Mattoon, IL 61938	217-234-6405
Charleston Transitional Facility (Private)	60814 Development Drive, Charleston, IL 61920	217-348-3869
Checker Top Cab (Public)	1904 Broadway Ave. Mattoon, IL 61938	217-234-7474
Coles County Shuttle (Public)	7616 N. County Road 1800 E. Charleston, IL 61920	217-348-7074
AMTRAK (Public)	1718 Broadway Ave. Mattoon, IL 61938	1-800-GOAMTRAK
Greyhound (Public)	1904 Broadway Ave. Mattoon, IL 61938	1-800-231-2222
Eastern Panther Shuttle (Private)	600 Lincoln Ave., Charleston, IL 61920	217-581-3221

For each of the Operators (including the Grantee), please provide the following information and add more rows to this table if necessary:

Operator Name	Service Area	Days of Service	Service Hours
CCCoA Dial-A-Ride	Coles County, with scheduled service to Effingham, Champaign & Douglas counties	7 days	6 a.m. – 6 p.m. M-F, 8 a.m. – 4:30 p.m. Sat. & 11 a.m. – 6 p.m. Sun.
CCAR Industries	Coles, Cumberland & Douglas counties	M-F	7 a.m. – 4 p.m. M-F
LifeLinks	Coles County	M-F	8:30 a.m. – 5 p.m.
Charleston Transitional Facility	Coles, Cumberland & Douglas Counties	M-F	8:30 a.m. – 5 p.m.
Checker Top Cab	Mattoon/Charleston	7 days	24 hours
Coles County Shuttle	Mattoon/Charleston	7 days	24 hours
Amtrak	USA	7 days	5:30 a.m., 9:30 a.m., 11 a.m., 6:15 p.m., 7 p.m. & 11:15 p.m.
Greyhound	USA	7 days	6:25 a.m. departure
Eastern Panther Shuttle	Charleston	7 days during the EIU calendar school year	Mon. – Wed. – 7:30 a.m. – Midnight Thurs./Fri. 7:30 a.m. – 1:30 a.m. Sat. 2 p.m. – 1:30 a.m. Sun. 2 p.m. – Midnight

Do any of the Operators provide fixed route services? If so, which Operators provide fixed route services? Where do these fixed route services go and what days and times do they run? You may add more rows to this table if necessary.

Amtrak – 5:30 a.m., 9:30 a.m., 11 a.m., 6:15 p.m., 7 p.m. & 11:15 p.m.
 Greyhound – 6:25 a.m.

CCCoA/DAR – Mattoon/Charleston ZIP LINE, M-F 8 a.m. – 5 p.m.

Eastern Panther Shuttle – Hours – see previous, service provided through Charleston to EIU students

Do any of the Operators have services to multiple Counties or make connections with Operators from other Counties? If so, please provide the following information:

Operator Name	County or Counties	Route Name, if Any	Operating Hours
CCCoA/DAR	Coles – Champaign		Mondays
CCCoA/DAR	Coles – Effingham		Wednesdays
CCCoA/DAR	Coles – Douglas		1 st & 3 rd Sunday of each month

How do people schedule rides with each of the above Operators? Can people schedule connecting rides among several Operators through one Operator? If so, which Operators offer this service? You may add more rows to this table if necessary.

CCCoA/DAR – Passengers call Dispatch at 1-800-500-5505 or 217-639-5150
AMTRAK – reservations through the internet, travel agent or reservationist
Greyhound – reservations through the internet, travel agent or reservationist
Transit Reservation Information Program (TRIP) – provides assistance/route planning for trips within 12 county region that are outside the service area of public transportation providers.
EIU Panther Shuttle – no reservations are required
Checker Top Cab & Coles County Shuttle- reservations by phone on an as-needed basis.

How does each Operator connect with other Operators, if any, within the Grantee's jurisdiction? For each County, are there established transfer areas? If so, where are they? Do drivers wait with their riders to make the connecting rides? What happens if the connecting ride does not show up? You may add more rows to this table if necessary.

AMTRAK – transfers are made at the train depot in Mattoon, IL per Amtrak's regular schedule.
Greyhound – transfers are made at the bus depot in Mattoon, IL per Greyhound's regular schedule.
TRIP (Through DAR) – transfers are made at previously defined locations based on availability/routes of providers. Drivers stay with the passengers until the other provider arrives.
Coles County Shuttle and Checker Top Cab can be utilized within the County to reach other Operators on a per call basis that is worked out between the customer and the driver.

Dispatching

Please describe how each of the Operators dispatches rides. How does each of these Operators handle requests for regularly occurring rides? Group rides? Rides in case of an emergency? Please use additional sheets if necessary.

CCCoA/DAR – Dispatching is done through a combination of 2 way radios and ITS software. Each Driver has a Mobile Data Terminal, trips are dispatched to the terminal through the software. Emergency situations are typically handled through the 2 way radio. If there is an emergency during regular hours of service, it would be handled by the nature of the emergency.

EIU Panther Shuttle – Fixed Route system that uses cell phones to communicate with Drivers.

Amtrak and Greyhound have set schedules. Amtrak offers discounts and benefits for frequent travelers and groups of 20 or more get discounts (at Amtrak's discretion).

Checker Top Taxi service is a direct phone line to the driver. Requests for regular rides or emergencies can be worked out between the driver and the customer, dependent upon the driver's schedule. Groups are restricted due to size of the vehicle.

Do any of the Operators use innovative techniques or technologies to dispatch their rides? If so, please identify the operator(s) and describe the techniques or technologies they use?

N/A

Does each of the Operators have brochures and other marketing materials? If not, why not? Please describe whether these groups target the general public and/or specialized markets (senior citizens, people with disabilities, workshop participants, particular communities, etc.). Where are these brochures located? (Please provide the name and address of the facility or facilities where these brochures and other marketing materials are located.) You may add extra rows to this table if necessary.

CCCo/DAR – yes, brochures, handbooks, website. Brochures are located throughout the county including medical facilities, social service agencies, secondary educational facilities, Employment locations, Coles County courthouse.

Coles County Shuttle - No

Budget Taxi – Utilizes social media (Facebook)(not very well or consistently)

Amtrak – uses nationwide marketing

Greyhound – uses nationwide marketing

EIU Panther Shuttle – Information available through their website.

Does each of the Operators have accessible brochures and/or other marketing materials for people with disabilities (large print, phone or voice formats, etc.)?

CCCo/DAR – yes, Braille, USB, Spanish, large print

Greyhound has a separate number that can be called for persons with disabilities to make special arrangements- 1-800-752-4841, they also have a number on their website for Spanish speaking customers to contact them in order to make reservations.

Please affix a copy of the brochures that each Operator uses to promote their public transportation services at the end of this this document.

Please identify whether each of the Operators within the Grantee's jurisdiction have a website. For those having a website, please provide the website address. You may add extra rows to this table if necessary.

Operator Name	Website? (Yes or No)	Website Address
CCCoA/DAR	Yes	www.dialaridetransit.org or www.colescouncilonaging.org
CCAR Industries	Yes	www.ccarindustries.org
LifeLinks	Yes	www.lifelinksinc.org
Charleston Transitional Facility	Yes	www.CTFIllinois.org
Checker Top Cab	No	
Coles County Shuttle	No	
Amtrak	Yes	www.amtrak.com
Greyhound	Yes	www.greyhound.com
Eastern Panther Shuttle	Yes	www.eiu.edu

Do any of the Operators have any innovative methods for attracting new riders? If so, please describe each of these innovations. You may add extra rows if necessary.

Operator Name	Innovation
	N/A

Funding

Please attach the most recent "non-DOAP Local Match" Assessment Survey submitted to DPIT.

Inventory of Resources

Please provide a vehicle and capital inventory for each Operator. You may attach Sections I & J from the Section 5311 Application or data from your vehicle management software in the Appendix.

I can get the I & J Sections to attach.

Complaint Process

Please describe the complaint procedure used for each Operator within the Grantee's jurisdiction. Please remember to include the following:

1. Where the complaint procedure is written down and posted for riders and employees,
2. Who initially receives the complaints,
3. Who responds to the complaints and determines how to resolve them, and
4. Who ensures the complaints are addressed in a fair and timely manner.

Please attach additional sheets if necessary.

CCCoA/Dial-A-Ride:

- 1) Posted in DAR Passenger Handbook and DAR brochure.
- 2) Dispatch/Driver would be the first people to receive complaints if they can not be handled by these people they then go to Operations/Administrative Director.
- 3) Operations/Administrative Director would respond to the complaint and determine the resolution.
- 4) All complaints are handled depending on the severity. To date we have not had a complaint that could not be resolved internally through the Drivers/Dispatchers or Operations/Administrative Directors. Complaints to date are considered minor but absolutely addressed.

Greyhound:

- 1) There is a refund request procedure outlined on their website (refund requests must be submitted in writing to their office in Dallas, TX). That office determines whether a refund should be issued.
- 2) If a refund is not the issue, there is also a Customer Assistance number that can be reached Mon-Fri from 7 a.m. to 7 p.m.

Checker Top Cab:

- 1) Complaints are handled directly by the driver.

Please summarize the major complaints each Operator had, if any, and how they were resolved.

None N/A

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Demand Analysis

Used with other parts of this document, this section A gap analysis helps bridge that space by highlighting which transportation needs requirements are being met and which are not. It provides a foundation for measuring the investment of time, money, and human resources that's required to achieve greater mobility and accessibility to achieve a particular outcome.

Medical and Social Service Agencies

Please list the names and addresses of all hospitals and other major medical facilities (outpatient facilities, mental health facilities, nursing homes, dialysis centers, etc.) within the Grantee's jurisdiction. For the medical facilities that do not operate 24 hours a day, please identify their operating hours.

Hospitals and Major Medical Facilities	Address of Hospital or Major Medical Facility	Number of Employees	Operating Hours
Sarah Bush Lincoln Health Center	1000 Health Center Drive Mattoon, IL 61938 + 20 other locations in a 6 county radius	1500 (total)	24 Hours/7 Days (main facility)
Carle Clinic	2512 Hurst Drive Mattoon, IL 61938	215 (This location only)	8 a.m. – 8p.m. Monday – Thurs 8a.m.-5p.m. Fri. Office hours
LifeLinks	750 Broadway Ave. East Mattoon, IL 61938	68	8 a.m. – 5 p.m. Monday – Friday
Davita Dialysis	6051 Development Drive Charleston, IL 61920	53	7 a.m. – 6 p.m. Monday – Saturday
Coles County Public Health	825 18 th Street Charleston, IL 61920	20	8:30 a.m. – 4:30 p.m. Monday – Friday
Odd Fellow-Rebekah Home	201 Lafayette Ave. East Mattoon, IL 61938	32 (Mattoon facility only)	8 a.m.-5 p.m.

Douglas Rehabilitation & Care Center	3516 W. Powell Lane Mattoon, IL 61938	54	24 Hours/7 Days
Mattoon Health Care & Rehab	2121 S. 9 th Street Mattoon, IL 61938	78	24 Hours/7 Days
Hilltop Convalescent Center	910 W. Polk Ave. Charleston, IL 61920	65	24 Hours/7 days

Do any of these hospitals or other major medical facilities have public transit service? If so, who provides this service and when does it operate? For each facility that has public transit service, approximately how many people used the service to get to the facility in the last quarter? Please add additional rows to this table if necessary.

None that are available to the public.

The nursing homes and assisted living facilities have private vans that they operate themselves for patients or clients. If their needs can't be met by those they use DAR or ambulance services, which is costly.

Are there any hospitals and other medical facilities that are located near your county or service area borders? What are their names and addresses? For medical facilities, please identify what type of facility they are and their operating hours. How far are they from your border? In which county are they located?

Hospitals and Major Medical Facilities	Address of Hospital or Major Medical Facility	Number of Employees	Operating Hours
Saint Anthony's Hospital Effingham County	503 N. Maple Effingham, IL 62401	900 total	24 Hours
Bonutti Clinic Effingham County	1303 W. Evergreen Ave. Effingham, IL 62401	170	8 a.m. – 5 p.m. Monday – Friday
Carle Foundation Hospital Champaign County	1400 W Park St Urbana, IL 61801	510	24 Hours
Provena Covenant Medical Center Champaign County	1400 W. Park Street Urbana, IL 61801	245	24 Hours

Decatur Memorial Hospital	2300 N. Edward St. Decatur, IL 62526	2500 total-all locations 24 Hours
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Do any of your county's or transit district's public transit services travel to any of these hospitals or medical facilities? If so, who provides this service and where do they go? What are their operating times to these hospitals and/or facilities?

Name of Hospital or Other Major Medical Facility	Operator Name	Operator's Service Hours & Days
Champaign/Urbana medical facilities	Dial-A-Ride/CCCoA	Every Monday
St. Anthony's medical facilities	Dial-A-Ride/CCCoA	Every Wednesday

Please list the names and addresses of all major social service agencies in your Grantee's jurisdiction, the types of services they provide, and their operating hours. Please add more rows if necessary.

Social Service Agency Name	Social Service Agency Address	Type of Service	Operating Hours
Coles County Council on Aging,	11021 E. County Road 800 N. Charleston, IL	Senior Services	8:30 a.m. -- 4 p.m. Monday – Friday

Inc.	61920-8632		
Lifelinks	750 Broadway Ave. East, Mattoon, IL 61938	Mental Health Services	8 a.m. – 5 p.m. Monday – Friday
Dept. of Human Services	1550 Douglas St. Charleston, IL 61920	Regional DHS office	8 a.m. – 4 p.m. Monday – Friday
Dept. of Employment	305 Richmond Ave. East. Mattoon, IL 61938	Employment Services	8 a.m. – 4 p.m. Monday – Friday
Catholic Charities	4217 DeWitt Ave. Mattoon, IL 61938	Welfare	8 a.m. – 4 p.m. Monday – Saturday
SAIL (Soyland Access to Independent Living)	757 Windsor Road Charleston, IL 61920	Disability Info	9 a.m. – 4 p.m. Monday – Friday

Do any of the Operators within your Grantee's jurisdiction serve the social service agencies listed above? Which Operator(s) and what are their service hours and days? Please add more rows if necessary.

Social Service Agency Name	Operator Name	Operator's Service Hours & Days
All	Dial-A-Ride/CCCoA	6 a.m. – 6 p.m. Monday – Friday, 8 a.m. – 4:30 p.m. Saturday, 11 a.m. – 6 p.m. Sunday

Who are the ten (10) largest employers in your county/counties or service area? What are their names and addresses? What type of work do they generally do and approximately how many people do they employ? What are their operating hours?

Employer Name	Employer Address	Type of Work	Number of Employees	Operating Hours
Eastern Il University	600 Lincoln Ave	Education/University	1,648 FT	Mon-Fri
	Charleston		161 PT	8a.m.-4p.m.
RR Donnelly & Sons	6821 ECR 1100 N	Printing/publishing	1,075	Office: Mon-Fri 9a.m.-5p.m.
	Mattoon			
Sarah Bush Lincoln Health Center	1000 Health Center Dr	Health care/Clinics 20+ locations	1,953-all locations	Most offices: Mon-Fri 7a.m.-4:30p.m.
	Mattoon, IL (main hospital)			
Mattoon Community Unit School District #2	1701 Charleston Ave	School District/Education	510	Mon-Fri 7:30a.m.-4:30p.m.
	Mattoon			
Consolidated Communications	1321 Charleston Ave	Telecommunications	358	Mon-Fri 9a.m.-6p.m. Sat: 9a.m.-12p.m.
	Mattoon, IL	Corporate Headquarters		
Charleston Community Unit School District #1	410 West Polk Ave Charleston, IL	School District/Education	335	Mon-Fri 7:30a.m.-4:30p.m.

First Mid Illinois Bank & Trust	1515 Charleston Ave	Financial Institution/Corporate Headquarters	280 FT	Mon-Fri
	Mattoon, IL		140 PT	9a.m.-4p.m. lobby hours
Rural King	4216 DeWitt Ave	Retail Corporate Headquarters	318 FT	7 days/wk:
	Mattoon, IL		149 PT	7a.m.-9p.m.
Coles County	651 Jackson Ave	County Government	245	Mon-Fri
	Charleston, IL			8:30am -4:30 pm
Lake Land College	5001 Lake Land Blvd	Education/Community College	450 FT	Mon-Fri:
	Mattoon, IL		650 PT	8a.m.-5p.m. (office hours)

Do any of these employers have public transit service? Why or why not? If so, who provides these public transit services and what are their operating hours? If the employer has refused to have public transit service, who was the contact at the employer who refused service and when was this refusal made? What was the basis for this refusal? (Please provide the contact's name, title, company name, company address, and contact number.)

None have their own transit service except the school bus systems. Their hours extend approximately one hour before and after school arrival/dismissal times.

Mostly DAR is used throughout the entire county because it's widely available, cost effective and well-known.

6 a.m. – 6 p.m. M-F, 8 a.m. – 4:30 p.m. Sat. & 11 a.m. – 6 p.m. Sun.

Recreational and Entertainment Centers

Are there any major parks and recreational area within the Grantee's jurisdiction? If so, where are they located? (Please provide the exact address or nearest intersection.) What are their operating hours, if specified, and what types of recreation do they offer? Please add more rows if necessary.

Name of Park or Recreational Area	Location	Operating Hours, if Specified	Types of Recreation (i.e. Primarily Warm Weather, Primarily Cold Weather, Year Round)
Fox Ridge State Park	18175 State Park Rd Charleston, IL 61920	April 1-September 30: 7:30 a.m.-10 p.m. Oct 1-March 31: 8:30 a.m.-5 p.m.	Year Round
Lincoln Log Cabin State Historic Site	402 S Lincoln Hwy Rd Lerna, IL 62440	November-March 9 am-4 pm Thursday-Sunday April-May 9 am-5 pm Wednesday-Sunday Memorial Day -Labor Day 9 am -5 pm Every Day September-October 9 am -5 pm Thursday-Sunday	Year Round
Douglas Hart Nature Center	2204 Dewitt Ave E Mattoon, IL	8a.m.-4p.m. Mon-Fri; Sat 10a.m.-4p.m.; Sun 1- 4p.m.	Year round

Do any of the Operators within the Grantee's jurisdiction go to these major parks and recreational areas? Who provides this service and when is it available? Please add more rows if necessary.

Name of Park or Recreational Area	Operator Name	Operator's Service Hours & Days
There are no fixed route services that include these destinations		

Are there any major parks and recreational area outside of but near your Grantee's jurisdiction?
 If so, where are they located? (Please provide the exact address or nearest intersection.)
 What are their operating hours, if specified, and what types of recreation do they offer?

Name of Park or Recreational Area	Location	Operating Hours, if Specified	Types of Recreation (i.e. Primarily Warm Weather, Primarily Cold Weather, Year Round)
Walnut Point State Park	2331 E County Rd 370 N Oakland, IL 61943 Just N of the county boundary.	Not specified	Year round
Lincoln Trail State Park	16985 E 1350 th Rd Marshall, IL 62441 Approx. 25 Miles SE of county boundary	Not specified	Year Round
Mill Creek	20482 N Park Entrance rd Marshall, IL 62441 Approx. 12 Miles E of county boundary	Mon-Fri 8-4	Primarily Warm Weather
Lake Shelbyville Area	Shelbyville, IL –several recreational areas along the lake Including Wolf Creek State Park.	Not specified	Year round

Do any of the public transit services in the Grantee's jurisdiction go to these major parks and recreational areas? Who provides this service and when is it available?

Name of Park or Recreational Area	Operator Name	Operator's Service Hours & Days
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There are no fixed route services that include these destinations

Please list the major entertainment centers in your Grantee's jurisdiction with their addresses. What are their operating hours? Approximately how many people attend in an average quarter? Please add more rows if necessary.

Entertainment Center's Name	Entertainment Center's Address	Operating Hours	Approximate Attendance in Average Quarter
Cross County Mall	700 Broadway Mattoon, IL 61938	10 a.m.-9 p.m. Mon-Sat Noon-5p.m. Sun	19,540
AMC Showplace 10	2509 Hurst Dr Mattoon, IL 61938	7 days/week 12:30 p.m.-10 p.m.	9,450

Do any of the Operators serve these major entertainment centers? If so, which ones and when are these services provided? Please provide more rows to this table as necessary.

Entertainment Center's Name	Operator Name	Operator's Service Hours & Days
Cross County Mall	DAR	Stops there 10 mins past every hour between 8 a.m. and 2 p.m. Mon-Fri

Personal Business

What are the names and addresses of major grocery stores within your Grantee's jurisdiction? What are their operating hours? Do any of these stores provide delivery service? Please add rows to this table if necessary.

Grocery Store Name	Grocery Store Address	Operating Hours	Delivery Service (Yes or No)
Walmart	2250 Lincoln Ave Charleston, IL 61920 101 Dettro Dr Mattoon, IL 61938	24 hours	No
County Market	1460 E St #1 Charleston, IL 61920 2000 Western Mattoon, IL 61938	24 hours	No
Ruler Foods	566 W Lincoln Ave Charleston, IL 61920	Mon-Sat 8a.m.-8 p.m. Sun 10 a.m.-7 p.m.	No
Save-A-Lot	1400 Lincoln Ave Charleston, IL 61920	Mon-Fri 8a.m.- 9 p.m.	No
Mark's My Store	1512 Marion Ave Mattoon, IL 61938	Mon-Sat 7 a.m.-9 p.m. Sunday 8 a.m.-8 p.m.	Yes
ALDI	1220 Fort Worth Way Mattoon, IL 61938	Monday - Thursday: 9am - 7pm Friday: 9am - 8pm Saturday: 9am - 7pm Sunday: 9am - 6pm	No

Do any of the Operators serve these major grocery stores? If so, which ones and when are these services provided? Please provide more rows to this table as necessary.

Grocery Store Name	Operator Name	Operator's Service Hours & Days
County Market Charleston	DAR	Zip line stops 14 mins past every hour between 8 a.m. and 2 p.m. Mon-Fri
Save-a-Lot Charleston	DAR	Zip line stops 21 mins past every hour between 8 a.m. and 2 p.m. Mon-Fri
Walmart Charleston	DAR	Zip line stops 27 mins past every hour between 8 a.m. and 2 p.m. Mon-Fri
Walmart Charleston	EIU Panther Shuttle	See attached schedule
County Market Charleston	EIU Panther Shuttle	See attached schedule

What are the names and addresses of major retailers within the Grantee's jurisdiction providing clothing, housewares, etc.? What are their operating hours? Please add more rows to this table as necessary.

Retailer Name	Retailer Address	Operating Hours
Walmart	2250 Lincoln Ave Charleston, IL 61920 101 Dettro Dr Mattoon, IL 61938	24 hours
Rural King	1475 18 th St Charleston, IL 61920 4216 Dewitt Mattoon, IL 61938	7 a.m. – 8 p.m.
Cross County Mall	700 Broadway Mattoon, IL 61938	10 a.m.- 9 p.m.
Mattoon Marketplace	118 Dettro Dr Mattoon, IL 61938	10 a.m.- 9 p.m. Mon-Fri 1 p.m.-6 p.m. Sun

Do any of the Operators serve these major retailers? If so, which ones and when are these services provided? Please provide more rows to this table as necessary.

Retailer Name	Operator Name	Operator's Service Hours & Days
All but Rural King are on DAR's Zip Line schedule.	DAR	See Zip Line Attachment
Walmart Charleston	EIU Panther Shuttle	See Attached Schedule

Educational Institutions

What are the educational institutions (high schools and institutions of higher education) within the Grantee's jurisdiction? Please provide the names and addresses of each educational institution, the type of institution (high school, community college, college, etc.), and the size of its enrollment. What are each institution's operating hours?

Institution Name	Institution's Address	Type of Institution	Operating Hours	Number of Students
Charleston High School	1615 Lincoln Ave Charleston, IL	High school	Mon-Fri 8 a.m.- 3:30p.m.	823
Mattoon High School	2521 Walnut Ave Mattoon, IL	High school	Mon-Fri 8 a.m.- 3:30p.m.	1,021
Lake Land Community College	5001 Lake Land Blvd Mattoon, IL	2 year college	8 a.m.-5p.m. Office hours (Mon-Fri)	3,643 FT 4,591 PT
Eastern Illinois University	Lincoln Ave, between 4 th and 7 th Streets	4 year university	8 a.m.-5p.m. Office hours (Mon-Fri)	8,045

Please list all of the public transit services that stop at each of these institutions (school bus service name, public transit operator(s) name, etc.) What are the operating hours of each service?

Institution Name	Transit Service	Operating Hours & Days
Lake Land College	DAR	34 minutes past the hour Mon-Fri between 8 a.m. and 2 p.m.
EIU	Panther Shuttle	Mon-Wed 7:30 a.m. to Midnight; Thurs-Fri 7:30a.m. to 1:30 a.m. Sat 2 p.m. to 1:30 a.m. Sun 2 p.m. to midnight

Strategy and Initiatives

The Gap Analysis (or study of the difference between the existing services and potential markets) should lay a foundation for developing a strategy and initiatives leading to that strategy's realization. The strategy and initiatives should be ambitious and implementable within the given time ranges.

Short-term initiatives require little or no planning or capital and can be implemented within 1-3 years. These initiatives could include placing marketing brochures at universities, libraries, and social service agencies which do not have them already, increasing vehicle use rates, and/or entering into additional service contracts with several of the County's human services agencies.

Medium-term initiatives may require a planning study or a moderate sum of money before being implemented. These initiatives will likely take over three years to less than five years to implement. They could include upgrading training on new scheduling and dispatching software to increase vehicle use rates, better service coordination between specific agencies, or increasing transit coverage within the County.

Long-term initiatives will likely require a planning study and a larger sum of money before being implemented. Agencies will likely have to find ways to increase revenue and make greater efficiencies to implement these plans. These initiatives could include implementing fixed routes in areas of sustained, high demand; building of transfer centers for better coordination of services among several regional transit agencies, and implementation of regional routes to major employment centers and the proposed Amtrak high speed rail service.

These initiatives will vary among Grantees and their Operators, depending on their existing resources. However, every Grantee and Operator should have initiatives fitting into the Grantee's strategy, but not unrealistic. For example, if the focus is to increase marketing efforts, there might be certain ridership levels that the transportation program must hit in a specific time period. On the other hand, a transportation program might wish to measure customer satisfaction, which might mean that standards are set for customer retention or positive feedback. Once this is done, the process of gap analysis continues with the implementation of initiatives to rectify the existing gap. Again, this step is dependent on what type of gap is being measured. In terms of increasing marketing, the transportation program might wish to adjust price levels or stimulate customers with special promotions. Customer satisfaction initiatives can be used to remove any gaps in that area. After those measures have been put into place and have produced tangible results, they can be compared to the standards to see how effective they were in reducing the gap.

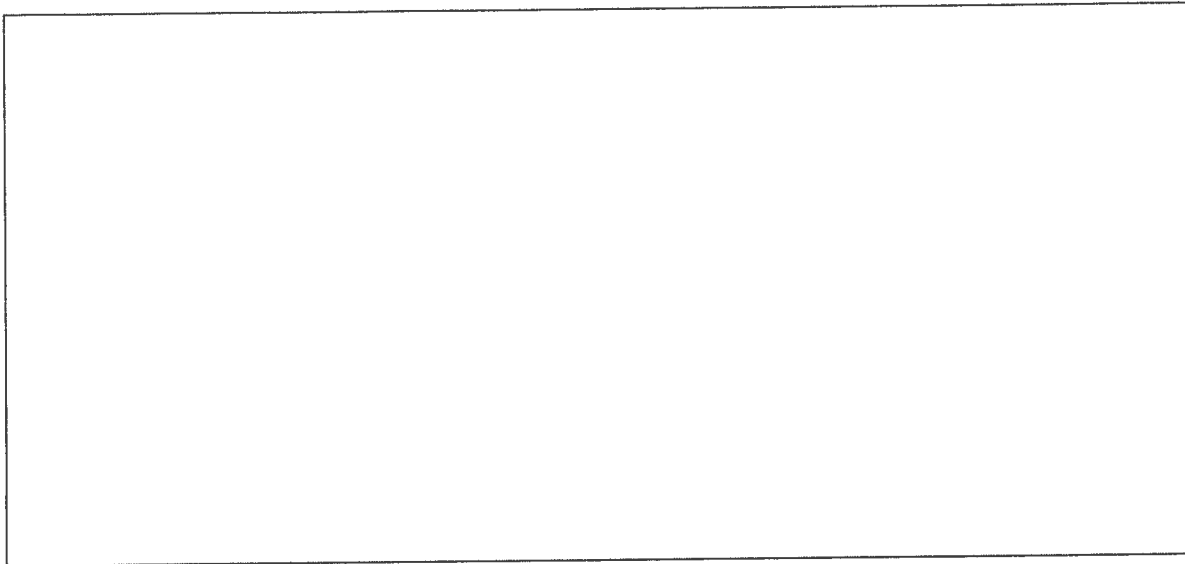
What is the Grantee's strategy for increasing mobility and accessibility within their jurisdiction? Please add more sheets if necessary.

Dial-A-Ride seems to have a very effective system within the county that is well known and easily accessible to all residents. However, the alternative providers could make more of an effort to make their services known. Advertising with local businesses or with the schools would be an effective way to get their names out there and let residents know that there are other alternatives if needed. Utilizing the internet and social media would also contribute to making residents aware of what they offer in a readily available way.

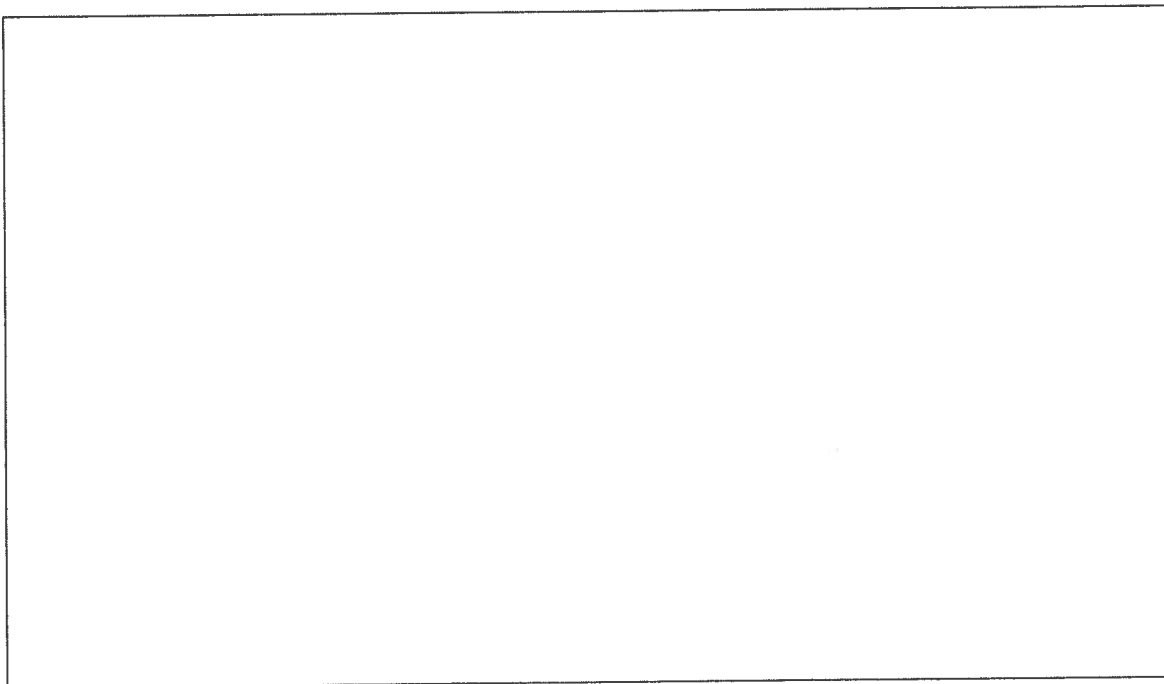
What are the Grantee's short-term initiatives to help address the gaps identified in the previous section? Please use additional sheets if necessary.

More effective marketing on the part of other providers besides Dial-A-Ride whose services are not as well-known in the area. Flyers or brochures distributed to local schools and businesses should be a fairly low-cost solution to this problem. Websites or internet advertising/social media would also be effective as that is how many residents, especially students, access transportation information.

What is the mid-range plan to help address the gaps identified in the previous section?



What is the long-range plan to help address the gaps identified in the previous section? Please attach additional sheets if necessary.



2755

**RESOLUTION TO APPROPRIATE FUNDS FOR SALARY AND EXPENSES
OF THE COLES COUNTY ENGINEER**

15-00000-00-CS

WHEREAS, the County Board of Coles County has adopted a resolution establishing the salary of the County Engineer to be ninety-nine (99%) percent of the recommended salary for the County Engineer as determined annually by the Illinois Department of Transportation, and

WHEREAS, the County Board of Coles County has entered into an agreement with the Illinois Department of Transportation for transfer of federal funds to pay one-half of the salary paid to the County Engineer.

THEREFORE, BE IT RESOLVED, by the Coles County Board, that the sum of One hundred five thousand nine hundred thirty dollars and zero cents (\$ 105,930.00) for salary, and the sum of Three thousand dollars and zero cents (\$ 3,000.00) for estimated expenses of the County Engineer, and it is hereby appropriated from Motor Fuel Tax funds for the period beginning January 1, 2015 and ending December 31, 2015 and,

BE IT FURTHER RESOLVED, that the County hereby authorizes the sum of Fifty-two thousand nine hundred sixty-five dollars and zero cents (\$ 52,965.00) of their Surface Transportation Program Funds to be made available to the Department of Transportation, State of Illinois for the State's use in exchange for an equal amount of State funds. The State funds shall not exceed fifty percent (50%) of the County Engineer's annual salary.

APPROVED;

_____, 20____
Region Four Engineer/District 7
Department of Transportation

STATE OF ILLINOIS
COUNTY OF COLES

I, Sue Rennels, County Clerk in and for said County of Coles in the State of Illinois, and a keeper of the records and files thereof, as provided by statute, do hereby certify the forgoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Coles County, at its adjourned meeting held at the Coles County Courthouse on December 9, 2014.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in _____, in said County, this _____ day of _____.

COLES COUNTY CLERK (SEAL)



RESOLVED, by the County board of Coles County, that \$700,000.00 is appropriated from the Motor Fuel Tax allotment for the maintenance on county or State highways and meeting the requirements of the Illinois Highway Code, and be it further

RESOLVED, that maintenance sections or patrols be maintained under the provision of said Illinois Highway Code beginning January 1, 2015 and ending December 31, 2015, and be it further

RESOLVED, that the County Engineer/County Superintendent of Highways shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in funds authorized for expenditure by said Department under this appropriation, and be it further

RESOLVED, that the County Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

STATE OF ILLINOIS

Coles County, } ss.

I, Sue Rennels County Clerk, in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of

Coles County, at its regular monthly meeting held at the Coles County Courthouse, 651 Jackson Street, Charleston, IL 61920 on December 9, 2014
Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Charleston, Illinois in said County, this 9th day of December A.D. 2014

(SEAL)

County Clerk

Approved

Regional Engineer
Department of Transportation

Date

2057

COLES COUNTY HIGHWAY DEPARTMENT

RICHARD A. JOHNSON, P.E - COUNTY ENGINEER

651 JACKSON STREET, ROOM 16
CHARLESTON, IL 61920
TELEPHONE 217-348-0527

COUNTY BRIDGE FUND PETITION

COLES COUNTY BOARD

Petition from: Pleasant Grove Township For: Project No. 11-11.2014
8033 E. CR. 100 N.
Trilla, IL 62469 Structure: N/A

Location: TR94 (900E) See Attached Township Map.

Work to be performed:

Remove failing culvert and replace it with a 36", 50' long aluminized steel culvert. Use flowable fill and CA-6 (crushed stone) to restore the existing roadway and place riprap around the inlet and outlet of the culvert for erosion control measures.

Estimated Cost of Projects: \$8,800.00

0.02% of Assessed Valuation of City or Township \$ 4,470.00

Whereas all requirements of Article 5-501, Chapter 121 of the Illinois Statutes have been satisfied concerning aid from the County Board, I hereby petition the Coles County Board to appropriate a sufficient sum to match a portion of the estimated cost of the proposed bridge/drainage project.

Signed: _____
Highway Commissioner

Approved by the Coles County Board

this _____ day of _____, 20__.

Amount Approved for Appropriation
from the County Bridge Fund:

\$ 4,400.00

Board Chairman

Attest: _____
County Clerk

Project Completed _____, 20__

Actual Amount Used _____

2759

CONTRACT TO PROVIDE SPECIAL POLICE SERVICES
Between the Village of Ashmore and Coles County, Illinois

This contract is made this ____ day of _____, 20__, by and between the Village of Ashmore, Illinois, (hereinafter referred to as the Village) and the County of Coles, (hereinafter referred to as the County).

WHEREAS, the Village of Ashmore is within the boundaries of the County of Coles, and desires to contract with the County to provide additional police services to be assigned to the Village;

WHEREAS, agreements for intergovernmental cooperation in providing law enforcement protection to the citizens of Illinois are encouraged by Article VII, Section 10 of the Illinois Constitution and the Intergovernmental Cooperation Act of Illinois, Illinois Compiled Statutes, Chapter 5, Section 220/1 et seq. and;

WHEREAS, the Sheriff's Department shall continue to serve as the Village of Ashmore's law enforcement authority;

WHEREAS, the Village desires to pay the County an hourly rate to provide additional services to the Village of Ashmore not currently being provided by the Sheriff;

NOW THEREFORE THE COUNTY AND VILLAGE AGREE AS FOLLOWS:

1. The Village will pay to the County, seventy-five (\$75.00) per hour for the services listed below as needed by the Village of Ashmore up to ten (10) hours per month; under the direction of the Mayor, the Police Committee Chairperson, or the Village Clerk as authorized by either the Mayor or the Police Committee Chairperson. Additional hours beyond ten (10) hours must be authorized by the Village Board of Trustees, and will be paid to the County at a rate of one-hundred fifty (\$150.00) per hour.
 - (a) Ordinance Enforcement
 - (b) Special Patrols as requested
 - (c) Liquor Code Enforcement
2. The Contract shall be effective this ____ day of _____, 20__, and will remain in effect through the ____ day of _____, 20__. The contract is renewable if agreed upon by both parties.
3. Either party may terminate this agreement by providing thirty (30) days written notice.
4. Time billable to the Village will begin when the deputy enters the Village limits, and will end when the deputy exits the Village limits.
5. Any Ordinance enforcement that is a result of Village requested services under this contract, and requires court appearances by officers of the Sheriff's Department is covered under this agreement and may be billed to the Village of Ashmore.

CONTRACT TO PROVIDE SPECIAL POLICE SERVICES
Between the Village of Ashmore and Coles County, Illinois

6. The Sheriff's Department will continue to respond to calls for police service and engage in periodic random police patrol as it currently does for the Village of Ashmore and other incorporated areas of the County, without additional cost to the Village of Ashmore.
7. If the Sheriff's Department shall issue any citation or make any arrest in the Village for a violation of a Village Ordinance, the Village shall be responsible to prosecute the same through its own Village attorneys.
8. The Village understands that emergency situations and calls will take precedence over contracted police services requested by the Village of Ashmore.
9. The County will provide proof of liability insurance in the amount of not less than \$1,000,000 per occurrence, naming the Village of Ashmore as an additional insured.
10. The County will provide proof of Worker's Compensation coverage.
11. The County will bill the Village for services rendered according to this contract by the 3rd Friday of each month, and the Village will pay the department on the 4th Tuesday of each month.
12. This agreement shall not be effective unless and until both parties (Village and County) shall approve the agreement and authorize its representative to execute the contract.

IN WITNESS WHEREOF, the authorized officers of the respective parties have hereinto set their hands and seals on the day first above written.

Chair, Coles County Board
Coles County, Illinois

Village of Ashmore
Coles County, Illinois

Paul Daily

Kurt Crail

Date

Date

ATTEST:

ATTEST:

Sue Rennels, County Clerk

Tamara S. Ogden, Clerk

2060