COLES COUNTY BOARD
Regular Meeting
August 11, 2026

The Regular Meeting of the Coles County Board was called to order at 6:00 p.m. with the following members present; Bob Bennett, John Doty, Tad Freezeland, Brian Ingram, David Johnson, Nancy Purdy, Tom Royal, Rick Shook, Brandon Stewart, Bristole Zimmerman and with Chairman Darrell Cox presiding.

Invocation was given by Brandon Stewart
Moment of Silent Reflection
Pledge to the Flag

PUBLIC COMMENT

Mac White Dinah Williams Charles Stodden Paula Enstrom Tom Sherman Laura St. Gemme Melanie Mills

APPROVAL OF THE COLES COUNTY BOARD MINUTES

Motion was made by Stewart, seconded by Royal to approve the July 14, 2026 County Board Minutes.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Purdy, Royal, Shook, Stewart, Zimmerman (11)
NAYS: None (0)
ABSENT: None (0)

APPOINTMENT TO THE COLES COUNTY BOARD DISTRICT
Doug Kanouse until 2028
RE-APPOINTMENT TO THE FARMLAND ASSESSMENT REVIEW COMMITTEE
Wes Veach until 2028
ONE RE-APPOINTMENT TO THE COLES COUNTY BOARD OF REVIEW
Dan Lawrence until June, 2028
ONE APPOINTMENT TO THE SHERIFF'S MERIT COMMISSION
Mike Martin until April, 2032

Chairman Cox made the appointment of Doug Kanouse to serve on the Coles County Board District #3 until November, 2028 and to re-appoint Wes Veach to serve on the Farmland Assessment Review Committee until June 2028, and re-appoint Dan Lawrence to serve on the Coles County Board of Review until June 2028, and to reappoint Mike Martin to serve on the Sheriff's Merit Commission until April 2032, with the advice and consent of the County Board.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Purdy, Royal, Shook, Stewart, Zimmerman (11)
NAYS: None (0)
ABSENT: None (0)

ONE APPOINTMENT TO THE EMERGENCY TELEPHONE SYSTEM BOARD (911) until June, 2029

MIKE SCHWENKE AND DALE RIGHTER BOTH SUBMITTED BIOS.
After discussion, a vote was taken to appoint Mike Schwenke to the Emergency Telephone System Board (911) until June, 2029 with the advice and consent of the board

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Purdy, Royal, Shook, Stewart, Zimmerman (11)
NAYS: None (0)
ABSENT: None (0)

DOUG KANOUSE WAS SWORN IN AS COUNTY BOARD MEMBER FOR DISTRICT #3 BY COUNTY CLERK JULIE COE AND TOOK HIS SEAT AS DISTRICT #3 BOARD MEMBER.

APPROVAL OF JOSEPH MEYERS & ASSOCIATES HANDLING TAX SALES.

Motion was made by Johnson, seconded by Doty.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Purdy, Royal, Shook, Stewart, Zimmerman (11)
NAYS: None (0)
ABSENT: None (0)
ABSTAIN Kanouse (1)

TWO TAX SALE RESOLUTIONS
Certificate(s) 202290039 202290027

For a copy of the Resolution(s) see page(s) 8093 -8095

Motion was made by Purdy, seconded by Doty.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Purdy, Royal, Shook, Stewart, Zimmerman (12)
NAYS: None (0)
ABSENT: None (0)
ABSTAIN: Kanouse

INTERGOVERNMENTAL AGREEMENT-INFORMATION SERVICES ASSISTANT

For copy of Agreement see page(s) 8096 -8107

Motion was made by Purdy, seconded by Freezeland.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Kanouse, Purdy, Royal, Shook, Stewart, Zimmerman (11)
NAYS: None (0)
ABSENT: None (0)

RES: AMEND FY 2026 BUDGET- SHERIFF'S OFFICE

For a copy of the resolution see page(s) 8108

Motion was made by Bennett, seconded by Ingram.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Kanouse, Purdy, Royal, Shook, Stewart, Zimmerman (12)
NAYS: None (0)
ABSENT: None (0)

DECOMMISSIONING AGREEMENT WITH GLACIER MORAINE SOLAR. A REQUEST WAS MADE BY FRANK IERULLI WITH HEYL ROYSTER TO DEFER UNTIL THE SEPTEMBER MEETING.

Motion by Freezeland, seconded by Johnson

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Kanouse, Purdy, Royal, Shook, Stewart, Zimmerman (12)
NAYS: None (0)
ABSENT: None (0)

WEED MANAGEMENT PLAN
LANDSCAPE PLAN
VEGETATIVE SCREENING PLAN

For copy of Resolution see page(s) 8109

Motion was made by Stewart, seconded by Royal.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Kanouse, Purdy, Royal, Shook, Stewart, Zimmerman (12)
NAYS: None (0)
ABSENT: None (0)

RESOLUTION: AUTHORIZING PLACEMENT OF AN ADVISORY REFERENDUM ON THE NOVEMBER 3, 2026 GENERAL ELECTION BALLOT CONCERNING COUNTY ZONING OF UNINCORPORATED LAND.

Motion was made by Johnson, seconded by Bennett.

AYES: Johnson, Bennett, Doty, Ingram (4)
NAYS: Purdy, Royal, Shook, Stewart, Zimmerman, Freezeland, Cox (7)
ABSENT: None (0)
ABSTAIN: Kanouse (1)

APPROVAL OF BILLS – COLES COUNTY

Motion was made by Bennett, seconded by Kanouse to approve the payment of the Coles County bills with the approval of the County Board.

AYES; Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Kanouse, Purdy, Royal, Shook Stewart, Zimmerman (12)
NAYS: None (0)
ABSENT; None (0)

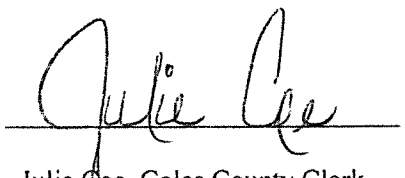
ANNOUNCEMENT OF APPOINTMENTS (9)

Six appointments: Drainage District
Two appointments: Jury Commission
One appointment: Farmland Assessment/Review

ADJOURNED

Upon motion by Bennett, seconded by Kanouse, the Coles County Board was adjourned at 7:10p.m., with the consent of the County Board.

AYES: Bennett, Cox, Doty, Freezeland, Ingram, Johnson, Kanouse, Purdy, Royal, Shook Stewart, Zimmerman (12)
NAYS: None (0)
ABSENT: None (0)



Julie Coe, Coles County Clerk

RESOLUTION RE: TAX SALES

WHEREAS Public Act 104-0553 (House Bill 4537) amends 35 ILCS 200/21-190 to provide that:

> (b) In counties with fewer than 3,000,000 inhabitants, a county board may, in its discretion, submit to the collector a list of any properties for which an application for judgment has been made pursuant to Section 21-150 of this Code. The county's submission of this list shall be considered its offer to purchase the property or properties included on this list at the tax sale, pursuant to the county's authority in subsection (a) of Section 21-90...."

WHEREAS, Public Act 104-0553 provides two paths for handling tax certificates, a Judicial Tax Deed Auction under §22-42 for certificates held by private tax buyers, and a Tax Deed Auction under §21-90 for certificates held by the County As Trustee For Taxing Districts, and the §22-42 path imposes significant obligations and tasks on the Sheriff, Treasurer, and State's Attorney that, under the §21-90 path, can be handled more efficiently by the County Tax Agent, without any additional costs or burden to the County or the Taxing Districts;

WHEREAS, based on historical data, the benefit provided by the influx of funds from private tax buyers is insignificant, in light of the fact that approximately 95% of private tax buyer certificates redeem and in light of 1) the stream of redemptions that starts flowing immediately after the tax sale; 2) the burden on the County Treasurer in processing Sale In Error declarations; the burden on the County Treasurer, Judges, and State's Attorney in contesting attempts to obtain inappropriate Sale In Error declarations; and 3) the outflow of refunds, often with interest, of Sale In Error refunds:

NOW, THEREFORE, BE IT RESOLVED that, pursuant to its authority under 35 ILCS 200/21-190(b) and 35 ILCS 200/21-90(a), the County will acquire all the tax certificates for all properties on the COLES COUNTY DELINQUIENT list and hereby appoint Viki Beabout to send all related lists to the County Treasurer.

APPROVED this _____ day of _____, 2026.

_____
Chairman

ATTEST:

_____
County Clerk

07-26-001

202290039

RESOLUTION

WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Coles, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent mobile home taxes;

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

VIN: FHIN102190R
2003 FRTNHMS 1280 SqFt
MH PARK: 7HKY

PERMANENT PARCEL NUMBER: 12-R-7HKY-00016

As described in certificate(s): 202290039 sold on October 24, 2023

Commonly known as: 17336 E CO RD 1400N LOT 16

and it appearing to the Finance Committee that it is in 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, Nick Nihiser, has paid $1,585.78 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 $813.00 as a return for its Certificate(s) of Purchase. The County Clerk shall receive $110.00 for cancellation of Certificate(s), the Tax Liquidation Fund shall receive $70.90 to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the Agent under his contract for services.

WHEREAS, 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, hereby authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described mobile home for the sum of $813.00 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 this _____ day of _____, _____

ATTEST:

_____ CLERK

_____ COUNTY BOARD CHAIRMAN

SURRENDER

07-26-001

08-26-001

RESOLUTION

202290027



WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Coles, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent mobile home taxes;

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

VIN:
1994 HOLLY PARK 1344 SqFt
MH PARK: OSTV

PERMANENT PARCEL NUMBER: 07-C-OSTV-00070

As described in certificate(s): 202290027 sold on October 24, 2023

Commonly known as: 1501 OLD STATE RD LOT 70

and it appearing to the Finance Committee that it is in 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, Josh Konop, has paid $1,591.59 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 $832.20 as a return for its Certificate(s) of Purchase. The County Clerk shall receive $110.00 for cancellation of Certificate(s), the Tax Liquidation Fund shall receive $50.02 to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the Agent under his contract for services.

WHEREAS, 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, hereby authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described mobile home for the sum of $832.20 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 this _____ day of _____, _____

ATTEST:

_____ CLERK

_____ COUNTY BOARD CHAIRMAN

SURRENDER

08-26-001

INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF CHARLESTON AND
THE COUNTY OF COLES PROVIDING FOR THE SHARED USE OF
AN INFORMATION SERVICES ASSISTANT

This Agreement is entered into this ____ day of _____, 2026, by and between the City of Charleston ("City") and the County of Coles ("County") (collectively the "Parties").

RECITALS

A. The Parties herein have determined that it is in their best interests to provide efficient computer and technological services to employees and the public.

B. The Parties herein desire to implement a program to manage their technology and computer maintenance services and have determined that retaining the services of a person to assist in coordinating this effort ("Information Services Assistant") is desirable.

C. The Parties herein have determined that cost savings and an enhanced computer system can be achieved by sharing the services of a Information Services Assistant.

D. The Parties herein are units of local government under Illinois law.

E. Article 7, Section 10 of the Illinois Constitution of 1970 authorizes and encourages cooperation between and among units of local government to obtain or share services, to contract with individuals, and to exercise and combine any power or function in any manner not prohibited by law or by ordinance, and further authorizes such cooperating units of local government to use their revenues and other resources to pay costs related to such intergovernmental activities.

F. The Intergovernmental Cooperation Act (5 ILCS 220/1-101 *et seq.*) authorizes local governmental entities to enter into agreements to perform any governmental service or activity or undertaking, which any of them is authorized by law to perform and to exercise jointly or collectively any power, privilege or authority which any of them is authorized by law to perform, provided such agreement is authorized by the governing body of each such governmental entity.

G. The Board and/or City Council for each of the subject Parties have approved of the terms and authorized the execution of this Agreement.

NOW, THEREFORE, in consideration of the promises, covenants, terms and conditions set forth in this Agreement, the parties hereto agree as follows:

SECTION 1. INCORPORATION OF RECITALS

The foregoing recitals are incorporated into and made a part of this Agreement as if fully set forth herein.

SECTION 2. OBLIGATIONS AND RESPONSIBILITIES OF THE CITY OF CHARLESTON

2.0 The City of Charleston shall assign to County of Coles, for 50% of a 40 hour business week (typically 2.5 out of 5 business days) the employee chosen by the City of Charleston to serve as its Information Services Assistant ("IT Assistant"). The specific work-days and hours will be discussed by the City Manager or their designee and Coles County Sheriff or such other representatives as may be designated by the Coles County Board and the Parties shall cooperate, to the fullest extent possible, in the scheduling. The City Manager for the City of Charleston shall have the final authority in deciding the schedule of the IT Assistant, including all scheduling matters arising out of sick days, holidays, and vacations.

2.1 The City of Charleston shall be the legal employer of the IT Assistant and the IT Assistant shall be, exclusively, an at-will employee of the City of Charleston. The City of Charleston shall provide the IT Assistant with all benefits generally provided to City of Charleston employees. IT Assistant is subject to the personnel policies and practices of the City of Charleston only. The IT Assistant shall have no separate entitlement to benefits provided to employees of County of Coles and shall not be subject to their personnel policies and practices.

2.2 With respect to service at the County of Coles, the duties and responsibilities of the IT Assistant shall be those duties and responsibilities set forth on Exhibit A attached hereto and incorporated herein. Within the sole discretion of the City Manager, or his assignee, of the City of Charleston, the IT Assistant's duties may also include other duties as assigned by the City of Charleston's City Manager or his assignee.

2.3 The City Manager or his assignee for the City of Charleston shall consult with the Sheriff for County of Coles or such other respresenative as may be designted by the Coles County Board--but shall have final and exclusive authority—concerning the following: (i) selection of the IT Assistant; (ii) general direction relative to the IT Assistant's performance of his/her duties consistent with Exhibit A; (iii) determination of the IT Assistant's compensation within such salary ranges as may be established by the City of Charleston; (iv) evaluation of the performance of the IT Assistant; and (v) determinations concerning discipline, termination, or grievances filed by the IT Assistant.

SECTION 3. OBLIGATIONS AND RESPONSIBILITIES OF THE COUNTY OF COLES

3.0 The County of Coles shall reimburse the City of Charleston for 50% each month for: (i) base compensation and other compensation, if any, paid the IT Assistant (ii) actual cost of benefits provided the IT Assistant; (iii) reasonable and necessary expense incurred by the IT Assistant in the performance of his/her duties for County of Coles; and (iv) direct and administrative costs incurred by City of Charleston in connection with the IT Assistant provided those costs are reasonably related to benefits received by County of Coles. Such reimbursement shall be made within thirty (30) days of County of Coles' receipt from City of Charleston of a written statement detailing with reasonable specificity the costs to be reimbursed.

3.1 Prior to the commencement of the term of this Agreement, City of Charleston will provide County of Coles with a statement of probable monthly cost. With respect to the division of expenses under the Agreement, City of Charleston 50%, County of Coles 50%, the Parties shall strive insofar as is reasonable and feasible, to achieve a similar division in the volume of work performed by the IT Assistant on behalf of each Party.

SECTION 4. TERM

The services under this Agreement shall commence on _____ and continue in full force and effect until this Agreement is terminated. Unless sooner terminated as hereinafter provided, the term of this Agreement shall be for an initial period of one (1) year (hereafter the "Term") and shall be deemed renewed automatically for successive Terms unless written notice is given by a Party to the other Party at least sixty (60) days prior to the end of a Term requesting termination of the agreement effective upon the last day of the then current Term. This agreement may be sooner terminated by a Party at any time upon thirty (30) days prior written notice in the event that (i) the IT Assistant resigns or is terminated; or (ii) the City of Charleston cannot agree on the terms or conditions of the IT Assistant's initial or continued employment. Provided, however, that monetary obligations that are incurred or accrued prior to the date of termination shall survive the termination of the Agreement and shall constitute continuing obligations until satisfied in full.

SECTION 5. LIABILITY, RESPONSIBILITY AND AUTHORITY

Nothing contained in this Agreement is intended to create nor shall be construed as creating any liability whatsoever on the part of the City of Charleston for actions or duties taken, performed, or omitted by the IT Assistant on behalf of or with respect to the County.

The City will indemnify, defend and hold harmless the County and its commissioners, officers, directors, employees and agents, and their respective heirs, successors and assigns, from and against any and all claims, liabilities, damages, losses and expenses, including, but not limited to, legal defense costs, attorneys' fees, settlement or judgments, caused by the negligent acts, omissions or willful misconduct of the City or of the IT Assistant's action on behalf of the City,

its officers, directors, employees, agents, consultants, contractors, subcontractors or suppliers in connection with or arising out of the performance of this Agreement.

The County will indemnify, defend and hold harmless the City and its elected and appointed officials, officers, directors, employees and agents, and their respective heirs, successors and assigns, from and against any and all claims, liabilities, damages, losses and expenses, including, but not limited to, legal defense costs, attorneys' fees, settlement or judgments, caused by the negligent acts, omissions or willful misconduct of the County, or the IT Assistant's action on behalf of the County, its commissioners, officers, directors, employees, agents, consultants, contractors, subcontractors or suppliers in connection with or arising out of the performance of this Agreement.

The provisions of this paragraph shall not apply to any claims made by the IT Assistant with respect to his employment, the liability, if any, for which claims shall be shared by the Parties on the following basis: City of Charleston 50%, County of Coles 50%. If either Party should learn or become aware of any such claim or possible claim it shall notify the other Party immediately.

SECTION 6. GENERAL PROVISIONS

6.0 Amendment

Any terms or conditions of this Agreement may be deleted or altered only by written agreement to this Agreement, duly executed by each Party.

6.1 Severability

If any provision of this Agreement shall be held or deemed to be, or shall in fact be inoperative or unenforceable in any particular case or in all cases for any reason, this shall not render the provision in question inoperative or unenforceable in any other case or circumstances, or render any other provisions herein contained invalid, inoperative, or unenforceable to any extent

whatever. The invalidity of any one or more phrases, sentences, clauses or sections contained in the Agreement shall not effect the remaining portions of the Agreement or any part thereof.

6.2 Interpretation

Any headings of the Agreement are for convenience of reference only and do not define or limit the provisions thereof. Words of gender shall be deemed and construed to include correlative words of other genders. Words importing the singular shall include the plural and vice versa, unless the context shall otherwise indicate. All references to any such person or entity shall be deemed to include any person or entity succeeding to the rights, duties, and obligations of such person or entity succeeding to the rights, duties, and obligations of such person or entity in accordance with the terms and conditions of the Agreement.

6.3 Assignment/Binding Effect

Neither party may assign its respective rights and duties hereunder except upon prior written consent of the other party. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective assigns, legal representatives and successors in interest.

6.4 Waiver of Breach

If either party waives a breach of any provision of this Agreement by the other party, that waiver will not operate or be construed as a waiver of any subsequent breach by either party or prevent either party from enforcing such provisions.

6.5 Merger Clause, Amendment

This Agreement sets forth all of the entire understanding of the parties relative to the subject hereof and supersedes any and all prior agreements, express or implied, oral or written. No amendment or modification of this Agreement shall be effective unless reduced to writing and executed by the parties.

6.6 Counterparts

This Agreement may be executed in several counterparts each of which shall be an original and all of which shall constitute but one and the same instrument.

6.7 Compliance with All Laws

The Parties shall at all times observe and comply with the laws, ordinances, regulations and codes of Federal, State, County and other local government agencies, which may in any manner affect the performance of this Agreement.

6.8 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois and applicable federal law.

6.9 Disclaimer of Relationship

Nothing contained in this Agreement, nor any act of either Party, respectively, shall be deemed or construed by any of the parties hereto or by third persons, to create any relationship of a third-party beneficiary, principal, agent, limited or general partnership, joint venture, or any association or relationship involving either Party. Rather, County of Coles has contracted with the City of Charleston for the provision of a service.

6.10 Notice

All notice concerning this Agreement must be in writing and addressed to the other Party as follows:

If to the City:	City of Charleston	Ancel Glink, P.C.
	Attn: City Manager	Attn: Derke Price
	520 Jackson Ave.	1979 N. Mill Street, Suite 207
	Charleston, IL 61920	Naperville, IL 60563

If to the County: County of Coles

Attn: Coles County Sheriff

701 7th Street

Charleston, IL 61920

Unless otherwise provided herein, notices must be hand delivered or sent by registered or certified U.S. mail postage prepaid or commercial overnight delivery service. Notices will be deemed served or delivered to the addressee or its office when received at the address for notice specified above when hand delivered, on the day after being sent when sent by overnight delivery service, and on the second business day after deposit in the mail when sent by U.S. mail. A Party may change its designated recipient or address for notification purposes by giving the other Party written notice of the new designated recipient or address.

6.11 Cost of Suit

In the event either Party institutes judicial proceedings to enforce, or for breach of, this Agreement and prevails in such suit, the opposing party shall, in addition to any other relief granted, pay the prevailing party its reasonable attorney's fees and costs related to such proceedings.

/SIGNATURE PAGE TO FOLLOW/

IN WITNESS WHEREOF, each of the Parties has caused this agreement to be executed by duly authorized officers thereof on the dates indicated below.

City of Charleston

BY: _____
City Manager, City of Charleston

ATTEST: _____
City Clerk

DATE: _____

County of Coles

BY: _____
County Board Chairperson, County of Coles

ATTEST: _____
Secretary

DATE: _____

City of Charleston

Position: Information Services Assistant

Type: Full-time

Fair Labor Standards Act Status: Exempt

Job Purpose:

The purpose of this position is to perform all functions related to support the technology related operations of the City of Charleston and Coles County. The work is performed under the general direction of the Charleston City Manager and the Joint IT Director.

Information Services Assistant Job Description:

The Information Services Assistant position is responsible for assisting in management of shared information technology resources that indirectly or directly benefit one or both the City of Charleston and Coles County. The position of Information Services Assistant is authorized to assume the duties and responsibilities of the Joint IT Director in his/her absence.

Supervision:
This position is supervised by the Information Services Manager. This position is not responsible for the supervision of any full-time or part-time employees.

Essential Functions:
The job functions listed here are neither exclusive nor exhaustive but are intended to be illustrative of the types of tasks the employee will most likely be expected to perform on a regular basis. The employee may be asked to perform different or additional tasks that the ones listed here, as the needs of the employer and/or the requirements of the position change.

- Under the general direction of the Joint IT Director, manage day-to-day technology needs and requests, including, but not limited to, managing the following systems:
  - Network systems to include routers, switches, firewalls, other networking appliances, as well as their programming, maintenance, and monitoring
  - Existing hardware server infrastructure and virtual host infrastructure
  - Server software to include hardware supported and virtual server instances.
  - Virtual Workstation platforms, to include VMWare Horizon and others
  - Wireless point to point communication systems and distributed WiFi Systems
  - Digital camera systems for video surveillance and other uses
  - VOIP Phone system and telecommunications systems management

  - Law Enforcement and Fire Data Systems
  - Enterprise backup systems including local, offsite, or cloud backup systems, bulk storage systems to include database, video storage, or cloud storage
  - Overall IT design, deployment, and upgrade project management

- Troubleshoot system problems; isolate system failures; maintain operational efficiency and load balancing of the systems
- Evaluate and analyze shared resource information systems' needs and requirements; develop and recommend application and resource priorities; administer changes and adjustments to systems as needed
- Develop, manage, and implement disaster recovery plans and procedures as well as backup policies and procedures
- Recommend the purchase and deployment of IT equipment as necessary.
- Assist in developing, implementing, maintaining, and enforcing policies and procedures for IT operations, including allocation of resources
- Work with vendor representatives as needed to identify and correct causes of hardware and software malfunctions and to perform enhancements
- Provide emergency response to reduce down time, correct errors, monitor vendor activity, off-hours scheduled maintenance, and system failures, or on as-needed basis
- Coordinate with neighboring government agencies for network and internet cost sharing
- Document IT system designs and procedures
- Perform related duties as assigned

Minimum Qualifications: Three years of recent, responsible computer systems, systems analysis, network management, or related experience. Equivalent to a four-year degree from an accredited college or university with major coursework in computer science, information technology, business administration or related field.

Requirements

- Knowledge of Security issues related to the use of technology.
- Technical knowledge of techniques and procedures of software and network support for multiple users.
- Knowledge of installation, configuration, troubleshooting and maintenance processes for software, hardware, networking, and peripheral equipment.
- Ability to be on call and work beyond regularly scheduled work hours if necessary.
- Ability to communicate effectively both orally and in writing.
- Ability to write comprehensive reports, business correspondence and procedure manuals.
- Ability to present information and respond to questions from managers, employees, and general public.
- Ability to communicate technical information to non-technical users.
- Ability to establish and maintain satisfactory working relationships with all levels of staff.
- Ability to prioritize workload.
- Skill in computer operations.
- Skill in oral and written communications.
- Ability to pass a criminal and financial background check.

Physical Demands
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work is performed mostly in an office setting; hand-eye coordination is necessary to operate computers and various pieces of office equipment. Specific vision abilities required by this job include close vision and the ability to adjust focus.
- While performing the duties of this job, the employee frequently is required to stand and talk or hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms.
- The employee is frequently required to walk, sit, or bend.
- The employee may be exposed to electrical currents.
- The employee must occasionally lift and/or move up to 50 pounds.

Accepted:

_____ _____

Information Services Assistant Date

State of Illinois)
)ss
County of Coles)

RESOLUTION TO AMEND BUDGET

WHEREAS, the Coles County Sheriff's Office has received $65,000 in State Opioid Response Grant funds for the purpose of supporting participation in the Illinois Medication Assisted Recovery Learning Collaborative to implement specific and approved strategies to expand access to medication assisted treatment of opioid addiction in the county's jail; and

WHEREAS, additional line items are needed in the Coles County Sheriff's Department budget to show expenses of said grant agreement in the 2026 Coles County budget year; and

WHEREAS, the Coles County Sheriff requests the Finance Committee recommend the Coles County Board amend the FY2026 Sheriff's Office budget as follows:

Add line item 001-000-4229-000 Medical Assisted Recovery Grant	$65,000
Add line item 001-029-7188-000 Medical Assisted Recovery Grant	$65,000

NOW, THEREFORE, BE IT RESOLVED by the County Board of Coles County, Illinois that the FY2026 budget be amended as stated above.

APPROVED this _____ day of _____, 2026.

_____
Chairman

ATTEST:

_____
Clerk

Coles County, Illinois

Resolution No. _____

Resolution Approving Weed and Landscape Management Plan for Glacier Moraine Solar, LLC (a subsidiary of Earthrise Energy, PBLLC)

WHEREAS, Glacier Moraine Solar, LLC, was previously approved for the construction and operation for a Commercial Solar Energy Facility (Project) pursuant to Coles County Ordinance;

WHEREAS, the Ordinance approving the Project required certain Conditions of Approval be met prior to the issuance of any building permits;

WHEREAS, the Ordinance approving the Project included Condition No. 8 requiring a Weed and Landscape Management Plan to be approved by the County Board;

WHEREAS, the Ordinance approving the Project, also included Condition No. 9 requiring a Vegetative Screening Plan be included in the Landscape Plan submitted and to also be approved by the County Board;

WHEREAS, the developer has provided the attached Exhibit A, its Weed Management Plan, dated April 2026 and prepared by Kimley-Horn;

WHEREAS, the developer has provided the attached Exhibit B, its Vegetation/Landscape Plan which includes Vegetation Screening Plan (pertinent part to Coles County being Landscape Plan 4), dated July 20, 2026 and prepared by ERM International Group;

WHEREAS, the County has reviewed and approves the attached Weed Management Plans and Landscape Management Plans subject to certain requirements as denoted below.

NOW, THEREFORE, BE IT RESOLVED by the Coles County Board that the attached Weed Management Plan (Ex. A) is approved, and the Project shall comply with the stated requirements therein. In addition to those requirements therein, the Project shall also mow the site or eradicate identified weeds on the site upon reasonable request of the County.

Be it further resolved, the Landscape Management Plan (Ex. B) is approved, and the Project shall comply with the stated requirements therein. In addition to those requirements therein, the Project shall also mow the site upon reasonable request of the County and shall maintain the vegetative buffer throughout the life of the Project including replacing any deceased or ineffective portions of the vegetative buffer.

PRESENTED, APPROVED, and ADOPTED by the County Board of Coles County, Illinois this 11th day of August, 2026.

PRESENT _____AYES_____ NAYS_____ ABSTAIN_____

_____

Chair, Coles County Board

ATTEST:

_____

Clerk of the County Board