

2021-2022 DIRECTORY

COLES COUNTY  
DIRECTORY OF COUNTY,  
TOWNSHIP, AND CITY  
OFFICIALS

COLES COUNTY,  
ILLINOIS

December 1, 2020- November 30, 2022

Including  
Rules of the County Board

# COLES COUNTY

Established.....1830  
 County Seat.....Charleston  
 Square Miles.....509  
 Townships.....12

# INDEX

## POPULATION - 2020 CENSUS

TOWNSHIPS	APPROX. SQ. MILES	POPULATION
Ashmore	53	1,413
Charleston	38	23,813
East Oakland	37	1,184
Humboldt	54	1,244
Hutton	55	903
Lafayette	36	4,762
Mattoon	36	15,808
Morgan	26	572
North Okaw	54	728
Paradise	24	1,272
Pleasant Grove	42	1,412
Seven Hickory	54	573
<b>TOTAL</b>	<b>509</b>	<b>46,863</b>

MUNICIPALITIES	POPULATION
Ashmore	637
Charleston	17,286
Oakland	739
Humboldt	361
Mattoon	16,870
Lerna	226
Rural Population 2020 Census	10,744

PREPARED BY  
 COUNTY OFFICES/RULES COMMITTEE

Stan Metzger, Chairman  
 Denise Corray  
 John Doty  
 Jeremy Doughty  
 Lisa Jaco

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# HISTORY OF COLES COUNTY

## PIONEER MIGRATION

Between 1820 and 1840, two migrations settled Illinois. One, from New York and New England, settled Northern Illinois. A second stream from Ohio and Wabash River valleys, settled in Southern Illinois, including Coles County.

Prior to 1820, there were no permanent settlements in the County. This was partly because the treaty with the Indians relinquishing their title to the area was not made until 1818 and because as late as 1820, there still battles between Indians and government surveyors in the Wabash River valley. After the Indian threat had been squelched, settlements began to fill up the interior of Illinois with a series of short (30 - 60 miles) migration.

Many pioneers migrated through Coles County, because it was on one of the routes West from Indiana and Kentucky. One major route was the Vincennes Trace, which passed from Vincennes, Indiana to Kaskaskia in Southwestern Illinois. Normally this route would have passed about 50 miles South of Charleston, however, frequent flooding of the Wabash and Embarras rivers in this region necessitated passing North through Coles County. Many settlers crossed the Embarras River South of Charleston.

A second factor determining settlement of Coles County was its topography. In contrast to areas to its North and West, Coles County was located on the timberline. Two major rivers drained the County: the Embarras on the East side of the County and the smaller Kaskaskia (Au Kas or Okaw) on the West side. Along the rivers and their tributaries were forests. Groves were scattered throughout the County. Surrounding the wooded areas, primarily in the Northern and Western parts of the County, was a broad, flat prairie known as the "Grand Prairie." This land was wet and swampy and was not drained for cultivation until the last half of the century.

Early settlers in Coles County preferred to start homesteads in the timberlands. Timber provided a source of building materials and fuel. The wooded land was actually more tillable at the time, because of much of the prairie was under water. Many settlers preferred the timberland for no other reason than it looked like home. The vast majority of early settlers came from points South and East - wooded areas of Indiana, Kentucky and Tennessee.

Whatever the reason, the timberland was settled first, primarily by Southern stock coming to the County by way of the Ohio and Wabash River valleys. The prairie was settled much later primarily by persons of Eastern stock. This difference was reflected in many aspects of the early Coles County culture, including social life, politics and house types.

## EARLY SETTLEMENTS

The first permanent settlement in Coles County occurred in 1824 in Hutton Township near the Embarras River. In that year, a small group of men from Crawford County crossed the river at that point and decided to settle there. One of the early settlers, Benjamin Parker, built his cabin on the East bank of the river about where the

Water Plant Dam is now. In 1826, Parker moved to the present site of Charleston and was joined by other settlers, thus forming a permanent settlement. After these first settlements were formed, the County grew quickly.

By 1830, the area had grown so much that requests were made to the state legislature for establishment of county government offices in the area to better serve the new residents. Consequently, Coles County was established on Christmas Day, 1830, and was named for Edward Coles, Governor of Illinois in 1822. Charleston was designated the County Seat one year later, giving impetus for growth of the new settlement by Parker and its namesake Charles Morton.

Early Coles County was much larger in area than it is today. The original county boundaries included Cumberland and Douglas counties. These were detached in 1843 and 1859 respectively, Douglas County being the last Illinois county to be formed. Settlement patterns in Coles County changed drastically from that of the first settlement on the Embarras River. By 1834, J.M. Peck's Gazetteer of Illinois listed 11 settlements in the County, most of them still in wooded areas or along the river.

By 1840, Coles County had a population of 9,615 persons and rapid growth associated with initial settlement had subsided. By 1870, the population had grown to 25,235, the increase due primarily to the establishment of North-South and East-West railroad through the County in 1855.

The coming of the railroad resulted in a major shift to settlement patterns as new communities developed along the railroad lines. The largest railroad settlement, now the city of Mattoon, was established where the two lines crossed. After 1870, growth was steady but slow. County population in 1880, 1890 and 1900 was 27,042, 30,093 and 34,136 respectively.

## NORTHERN-SOUTHERN CONFLICT

The difference in the settlement of Southern and Northern Coles County resulted in differences of political thought in the mid-1800s. The civil War aroused these differences. Among settlers South of the timberline, those persons primarily of Southern extraction, were many Southern sympathizers. Those North of the timberline, primarily of Eastern extraction, including many Northern sympathizers. The result was a very tense climate in the County. Several County events were precipitated by the conflict. In 1847, the Matson Slave Trial was argued in Charleston by circuit rider Abraham Lincoln. Lincoln was one of the pioneers who had crossed the Embarras River and settled in Coles County, eight miles South of Charleston. The Matson Trial involved a Kentucky slave owner by the name of Matson who kept a farm near Oakland. During the summer, Matson would transport slaves from Kentucky to work on his Illinois farm. Matson appointed a freedman, Anthony Bryant, overseer of the Illinois farm while he was away on summer. When Bryant heard rumors that Matson intended to sell his wife and children when he returned, Bryant fled the Illinois farm with his wife and children, taking refuge with two Oakland abolitionists, Gideon Ashmore and Dr. Hiram Rutherford. The slaves were then moved to the County jail in Charleston under Illinois law. Matson returned to Illinois from Kentucky and sued for

damages, while the abolitionists sued for the release of the slaves on a writ of habeas corpus. Abraham Lincoln agreed to defend Matson, the only known case in which Lincoln represented a slave owner. Lincoln lost the case, which was to become an important trial in the pre-Civil War period.

In 1858, Lincoln was involved in another Coles County event related to the issue of slavery, the fourth Lincoln-Douglas Debate held before an estimated 12,000 persons at the Coles County Fairgrounds in Charleston.

In 1864, a riot between soldiers home from the war on furlough and Southern sympathizers resulted in the killing or wounding of a number of persons on the Charleston Square. The close of the Civil War brought relief from these conflicts.

#### THE LATE 1800s

By the end of 1883, 24 towns in Coles County had been surveyed. Fairgrange in September of that year was the last Coles County community to be platted. Not all towns there were surveyed were settled, however, surveys occurred in three spurts in the County, the first being initial settlement and second attributed to the coming of the railroad. The final flurry occurred in the early 1880s and was associated with expansion of the railroad system in the County and the cultivation of the "Grand Prairie." In all 41 post offices were established in Coles County.

By the late 1800s, Coles County had established itself as an agricultural county. Much of the "Grand Prairie" was drained and cultivated for crops such as corn, oats, wheat, barley, rye, buckwheat, flax and tobacco. Later livestock would become an important business, particularly in the timberline areas and soybeans would be introduced. Corn remained the single most important crop, although it was briefly challenged by a new plant called broom corn, which was used to make brooms. Broom corn was introduced in Coles County after the Civil War and flourished from 1870 to 1939. The crop was grown primarily in Northern Coles County and was greatly responsible for the establishment and prosperity of newer Coles County communities such as Humboldt, Rardin, Bushton and Fairgrange. At one time, Coles County and its neighbors raised 75 percent of all broom corn produced in the country. Broom corn factories were established in Humboldt, Mattoon and Charleston to process the plant. By 1936, competition from the West had resulted in a decrease in broom corn activity in the County. Remnants of the crop, including the distinctive broom corn cribs, are still found in the County.

Other major businesses in the County in the late 1800s included saw and grist mills and brick and tile manufacturers.

#### MATTOON AND CHARLESTON

Of all the settlements in the County, two were to become major population centers - Charleston and Mattoon. Charleston, surveyed in 1831, was organized as a village in 1835 and was incorporated as a city in 1865. In its early days, Charleston chiefly was a trading and government center. On May 27, 1896, the cornerstone of "Old Main" was laid for the establishment of Eastern Illinois State Normal School, now

known as Eastern Illinois University, which was a milestone in the development of the community. Although several manufacturing plants were opened in Charleston, the college and county government have traditionally been dominant.

Mattoon was founded as a railroad community in 1855. It developed where the Illinois Central and the Terre Haute and Alton railroads crossed. Early Mattoon developers included James T. Cunningham and John Allison, who had successful businesses in Paradise, and Stephen Doles and Ebenezer Noyes. Mattoon was named for William B. Mattoon, an official of the Illinois Central Railroad. It was Terre Haute and Alton Railroad, however, that brought the first train to the new settlement, on June 9, 1855. The community grew quickly after that and became the commercial, transportation, and manufacturing center of Coles County. Transportation has always played a vital role in the prosperity of Mattoon. In addition to the Illinois Central and Terre Haute and Alton line, interurban service was established from Mattoon in the early 1900s. The automobile and energy demands of World War II spurred development of oil fields near Mattoon in the 1940s. Today Mattoon is an important shipping center located on Interstate Highway 57.

#### COLES COUNTY TODAY

Most Coles County workers are employed in agriculture and industry. Business, transportation facilities, an airport, and favorable factory sites have influenced the development of industry in the County. The Mattoon area has about twenty manufacturing and business firms with heavy employment; the Charleston area has about fifteen. Both cities have many small commercial businesses which employ 25 persons or less. Sarah Bush Lincoln Health Center located between Charleston and Mattoon on State Route 16 is one of Coles County's largest employers.

Compiled by Coles County Regional Planning & Development Commission and Historic Preservation Advisory Council.

# COLES COUNTY BOARD

CHAIRMAN - Brandon Bell

CHAIRMAN PRO TEM - Darrell Cox

District #	Name	Term Expires
1.	Ashmore, Seven Hickory, Morgan, East Oakland & Humboldt Darrell Cox (R) 23609 E Co Road 1300N Ashmore, IL 61912 549-5855 email: <a href="mailto:cbdistrict01@gmail.com">cbdistrict01@gmail.com</a>	2022
2.	Hutton, Pleasant Grove & Charleston 5 & 13 Brandon Bell (R) 2300 Woodfall Drive Charleston, IL 61920 549-6158 email: <a href="mailto:cbdistrict2@gmail.com">cbdistrict2@gmail.com</a>	2022
3.	Charleston 14, 17 & 18 Mike Watts (D) 1036 Colony Lane Charleston, IL 61920 217-345-6530 email: <a href="mailto:cbdistrict3@gmail.com">cbdistrict3@gmail.com</a>	2022
4.	Lafayette 1, 2, 3 & 4 Jeremy Doughty (R) 8 St. Andrews Place Mattoon, IL 61938 317-2018 email: <a href="mailto:cbdistrict4@gmail.com">cbdistrict4@gmail.com</a>	2022
5.	North Okaw, Mattoon 12, 13 & 21 John Doty (R) 10510N County Road 000E Mattoon, IL 61938 273-0500 email: <a href="mailto:cbdistrict5@gmail.com">cbdistrict5@gmail.com</a>	2022
6.	Paradise, Mattoon 8, 10 & 22	

Lisa Jaco (R)  
1655 Paradise Rod.  
Mattoon, IL 61938

email: [cbdistrict6@gmail.com](mailto:cbdistrict6@gmail.com)

7.	Mattoon 16, 17, 18 & 19 Nancy Purdy (R) 721 N. 23rd Street Mattoon, IL 61938 235-3264 email: <a href="mailto:cbdistrict7@gmail.com">cbdistrict7@gmail.com</a>	2022
8.	Mattoon 3, 4, 5 & 6 Rick Shook (R) 610 S. 8 <sup>th</sup> Street Mattoon, IL 61938 246-7712 email: <a href="mailto:cbdistrict8@gmail.com">cbdistrict8@gmail.com</a>	2022
9.	Charleston 10, 11, 12 & 15 Denise Corray (R) 2009 Meadowlake Drive Charleston, IL 61920 348-7653 email: <a href="mailto:cbdistrict9@gmail.com">cbdistrict9@gmail.com</a>	2022
10.	Charleston 6, 8, & 19 Stan Metzger (R) 4515 West State Street Charleston, IL 61920 254-7826 email: <a href="mailto:cbdistrict10@gmail.com">cbdistrict10@gmail.com</a>	2022
11.	Charleston 2, 3 & 4 Bob Bennett (R) 1142 Buchanan Ave. Charleston, IL 61920 217-549-2672 email: <a href="mailto:cbdistrict11@gmail.com">cbdistrict11@gmail.com</a>	2022
12.	Charleston 1 & 16 Gail Mason (D)	2022

860 7th Street  
Charleston, IL 61920  
217-549-4524  
email: [cbdistrict12@gmail.com](mailto:cbdistrict12@gmail.com)

The regularly scheduled meeting of the Coles County Board shall be held at 7: 00 P.M. on the second Tuesday of each month. Public comments are limited to three minutes.

The County Board Office is located on the third floor, Courthouse, 651 Jackson, Room 326, Charleston, Illinois. Administrative Assistant - Lisa McMichaels  
348-0595 email: [lmcmichaels@co.coles.il.us](mailto:lmcmichaels@co.coles.il.us)

## STANDING COMMITTEES OF THE COUNTY BOARD

### BUILDING & GROUNDS

Nancy Purdy, Chairman  
Brandon Bell  
Rick Shook  
Mike Watts  
Bob Bennett

### COOPERATIVE EXTENSION BOARD

Nancy Purdy, Chairman  
Denise Corray  
Gail Mason

### COUNTY OFFICES/RULES

Stan Metzger, Chairman  
Denise Corray  
John Doty  
Jeremy Doughty  
Lisa Jaco

### HEALTH & SAFETY

Brandon Bell, Chairman  
Rick Shook

### EDUCATION SERVICE REGION

Nancy Purdy

### EMERGENCY FOOD AND SHELTER

Jeremy Doughty

### EMERGENCY TELEPHONE SYSTEMS (9-1-1) BOARD

Rick Shook

### FINANCE

Stan Metzger, Chairman  
Brandon Bell  
Mike Watts  
Darrell Cox  
Lisa Jaco

### ROAD & BRIDGE

John Doty, Chairman  
Rick Shook

Stan Metzger  
Jeremy Doughty  
Darrell Cox

### INSURANCE

Nancy Purdy, Chairman  
Denise Corray  
John Doty  
Mike Watts  
Lisa Jaco

### LIQUOR CONTROL COMMISSION

Brandon Bell, Chairman  
Darrell Cox  
Gail Mason

### MENTAL HEALTH '708' BOARD

Stan Metzger

### PLANNING & DEVELOPMENT

Stan Metzger, Chairman  
John Doty  
Mike Watts  
Darrell Cox  
Lisa Jaco

### PUBLIC HEALTH BOARD

Jeremy Doughty

Jeremy Doughty  
Lisa Jaco  
Bob Bennett

### SENIOR CITIZENS TAX LEVY COMMITTEE

Nancy Purdy, Chairman  
Mike Watts

### SHERIFF & LAW ENFORCEMENT

Denise Corray, Chairman  
Brandon Bell  
Rick Shook  
Gail Mason  
Bob Bennett

### SUPPLIES & CLAIMS

Darrell Cox, Chairman  
Brandon Bell  
Rick Shook  
Gail Mason  
Bob Bennett

### WIB

Nancy Purdy

Courthouse Hours: 8:30 A.M. - 4:30 P.M.  
Monday - Friday, excluding Holidays

## RULES OF THE BOARD

1. A majority of the members of the County Board shall constitute a quorum for the transaction of business.
2. Any business not placed on the agenda forty-eight (48) hours before the Board meeting will be held over until the next special or regular meeting.
3. All questions relating to the priority of business to be acted upon shall be decided by the Chairman without debate.
4. All votes taken by the County Board on resolutions and substantive motions must be by roll call "Aye" or "Naye" vote, unless excused by the Chairman for extenuating circumstances by member's request. The voting order will rotate each and every meeting.
5. No member shall absent themselves from meetings of the Board without giving notice to the Chairman. No member shall leave the meeting until adjournment, unless excused by the Chairman.
6. Substantive motions should be submitted in writing. Every motion shall be reduced to writing if the Chairman or any member requests it. Reports of standing committees should be made in writing for the purpose of future records at the request of any Board member.
7. No motion or proposition on a subject different from that under consideration shall be admitted under color of an amendment.
8. When a motion is made, it shall be stated by the Chairman, or read by the Clerk at the request of the Chairman, before being debated or voted upon.
9. Any member may call for division of the question when it contains more than one distinct proposition.
10. When a motion or proposition has been stated by the Chairman, or read by the Clerk, it shall be deemed to be in possession of the Board, but it may be withdrawn at any time before decision or amendment by consent of the Board.
11. When a question is under debate, no other motion shall be received, except motions to adjourn, to lay the question on the table, to commit to amend, to postpone to a certain time, to postpone indefinitely, or motions for the previous question (2/3 vote) which several motions shall have precedence in the order in which they are named. No motion to postpone indefinitely, being decided, shall be again allowed at the same stage of the question or proposition.

12. The names of the members offering and seconding a motion or resolution shall be entered in the minutes.
13. No member may speak until they are recognized by the Chairman. No spectator may speak unless they are called upon by the Chairman and no person other than a member of the Board (or the Clerk or the State's Attorney or the Administrative Assistant) may ask for recognition by the Chair unless they have business on the agenda or a Board member asks for recognition on their behalf.
14. When two or more members arise at once, the Chairman shall name the one who is to speak first.
15. When a member is about to speak in debate or deliver any matter to the Board, they shall rise and respectfully address the Chairman and confine themselves to the question under debate.
16. No member shall speak longer than ten minutes at one time on any question except by leave of the Chair.
17. When the Chairman is putting a question or addressing the Board, or when a member is speaking, no member shall walk out of or across the room, or pass between the member speaking and the Chairman or engage in private discourse.
18. The Chairman or any member of the Board may call out of order a member who is speaking out of turn or otherwise transgressing the Rules of the Board.
19. Any member called to order shall immediately take their seat until the point of order is decided.
20. A motion to adjourn, having once been made and lost, shall not be put again, or the motion recognized, until action has been taken on some other question or resolution.
21. All propositions, resolution, or orders to create any liability against the County for tax levies or appropriations, whether contingent on a confirmation by popular vote or not, shall require the concurrence of a majority of all the members serving on the County Board for passage.
22. All claims of the County will be approved for payment bi-monthly by a majority vote of the members of the Supplies and Claims Committee.
23. Any business proper to come before the Board may be acted upon at any special meeting of the Board.

24. The rules of parliamentary practice contained in the latest edition of Robert's Rules of Order shall govern the Board in all cases in which such rules are not inconsistent with the standing rules of the Board.

25. Any rule of the County Board may be dispensed with by a majority vote of the members present. Also, a new rule may be added, an old rule modified or eliminated by a majority vote of the members present subject to the Open Meetings Act.

26. The County Board will not authorize payment of assessments or dues to any organization for its members, other officials or appointees, except those provided by statute.

27. The County Clerk shall have the responsibility of seeing that a copy of the minutes of each Board meeting is mailed to each member of the County Board at least forty-eight (48) hours prior to the next monthly County Board meeting.

28. Notice of all vacancies to which appointments are required to be made by the Chairman of the County Board shall be presented in writing at a regular Board meeting as established and defined elsewhere in these rules, and said appointment shall be made the following month at the next regular meeting of the County Board.

29. At its first meeting following the month in which County Board members are elected, the County Board shall select the Chairman and Chairman Pro Tem of the County Board, the Chairmen of the various standing committees, and the members to serve on the various committees. Such selection shall be governed by the following rules:

- a. The Chairman and Pro Tem of the County Board shall be selected by a majority vote of those Board members present.
- b. The Chairman of each standing committee and the members of each such committee shall be selected by a majority vote of the Board members present.
- c. In the event that the Board consists of more members from one political party than the other, the members representing the majority party shall have first choice of the committee assignments and the appointment of the Chairman thereof. The members representing the minority party shall have the right to choose and assign among its membership the remaining unfilled committee assignments. It is the intent of this Rule that the balance of the committees reflect the balance of the Board.
- d. In the event that the Board consists of equal members from each political party, the term of the Chairman and Chairman Pro Tem shall be divided with a member of one political party serving the first year as Chairman and the second year as Chairman Pro Tem and a member of the other political party serving the second year as Chairman and the first year as Chairman Pro Tem.

The Chairman of each standing committee shall be divided equally among the members of each political party. The Chairman of each standing committee shall serve for a one year term, giving first choice of the committee assignments to the members of the political party of the Chairman Pro Tem.

e. Nothing herein shall be construed as limiting or negating the legal right and obligation of any appointment required to be made by the County Board Chairman.

30. The County Board may hold a meeting closed to the public or close a portion of the meeting to the public upon a majority vote of a quorum present, taken at a meeting open to the public for which notice has been given as required by law. The vote of each member on the question of holding a meeting closed to the public and a citation to the specific exemption contained in the Open Meetings Act shall be recorded and entered into the minutes of the meeting. A single vote may be taken with respect to a series of meetings, a portion or portions of which are proposed to be closed to the public, provided each meeting in such series involves the same particular matters and is scheduled to be held within no more than three (3) months of the vote. Only topics specified in the vote to close the meeting may be considered during the closed meeting. All closed sessions will be in compliance with the Open Meetings Act, which states clearly the exceptions authorizing the closing of meetings. A vote of each member on the question of returning to open session shall be recorded. Minutes taken in closed session must include but not be limited to:

1. Date, time and place of the meeting;
2. The members of the body recorded as present or absent; and
3. A summary of discussion on all matters proposed and deliberated.

The taking of final action in any closed meeting is prohibited. A verbatim record of each closed meeting by audio or video recording will be maintained. The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act no less than eighteen (18) months after the completion of the meeting recorded but only after:

1. the County Board approves the destruction of a particular recording; and
2. the County Board approves minutes of the closed meeting that meet the written minutes requirements.

Minutes of that portion of any meeting closed to the public shall be kept by the County Clerk and the Clerk of the County Board and maintained in a separate file. Such minutes shall be available for public inspection only after the County Board has determined that it is no longer necessary to protect the public interest or the privacy of an individual by keeping such minutes confidential. The County Board shall review minutes of closed sessions at each regular May and October meeting to determine whether such minutes or any portion thereof shall be made available for public inspection.



## THE CHAIRMAN

1. The Chairman of the County Board shall have the responsibility and authority to compile an agenda of the business of the meeting and mail it to each member and to the news media over the signature of the Chairman at least seven days before the meeting. The Chairman will include the names of all persons who have indicated to the Chairman that they are interested in being appointed with the agenda.
2. The Chairman shall take the chair at precisely the hour on which the meeting has been called and shall immediately call the members to order. If there is no quorum present, the Chairman shall cause the Board meeting to adjourn.
3. The Chairman shall have general direction of the room and may refer petitions and resolutions to the proper committee.
4. In the absence of the Chairman, the Chairman Pro Tem shall perform his/her duties and accept his/her responsibilities.
5. The Chairman shall preserve order and may speak on points of order in preference to other members. He/she shall decide questions of order subject to appeal to the Board by any member, such questions to be decided without debate. However, the member appealing and the presiding officer shall each be permitted to speak once to explain.
6. The Chairman of the Board shall notify all interested persons in advance of the meeting of the Finance Committee to prepare the annual budget and appropriation. In no case shall notice be given later than July 15.
7. The Chairman is an ex-officio member of all committees.

## RULES FOR STANDING COMMITTEES

1. A majority of any committee shall be sufficient to proceed to business, the exceptions being meetings of the Planning Commission or the Community Mental Health Board, or such other Board as a County Board member may be appointed to or required to serve upon in their capacity as an elected member of the County Board. No effective business of the committee shall be decided without a majority.
2. The Chairman shall cause each member of their committee to be notified of committee meetings in sufficient time, either personally or by mail, giving time and

place thereof. The Chairman of any committee shall preside at the meeting of their committee, shall report its actions and recommendations to the Board, and shall carry out its orders as expressed by the majority vote thereof at such meetings. No Chairman shall have or exert any greater authority or power than any other member of such committee, except as herein otherwise provided.

3. No committee shall meet during the session of the Board unless specifically authorized by a majority of the whole Board.
4. All committee members when they meet, if the Board is not in session, shall file a statement with the Administrative Assistant of their mileage and the purpose for which they met.
5. The Chairman of each committee shall notify the Chairman of the Board prior to each committee meeting called in sufficient time to permit their attendance if they so desire.
6. The Chairman of the Board shall be briefed on all decisions reached by each committee within one week of each committee meeting. All action and decisions made by a committee shall be recorded in minutes and all County Board members shall receive a copy thereof. A copy of each committee's minutes would be considered sufficient briefing.
7. No committee, regardless of any ambiguity of any written rule, which may exist with respect to any standing committee, shall have, or exercise, or arrogate to itself unilaterally, those powers, duties, and responsibilities properly reserved to the County Board.
8. All committees may hold a meeting closed to the public or close a portion of the meeting to the public upon a majority vote of a quorum present, taken at a meeting open to the public for which notice has been given as required by law. The vote of each member on the question of holding a meeting closed to the public and a citation to the specific exemption contained in the Open Meetings Act shall be recorded and entered into the minutes of the meeting. A single vote may be taken with respect to a series of meetings, a portion or portions of which are proposed to be closed to the public, provided each meeting in such series involves the same particular matters and is scheduled to be held within no more than three (3) months of the vote. Only topics specified in the vote to close the meeting may be considered during the closed meeting. All closed sessions will be in compliance with the Open Meetings Act, which states clearly the exceptions authorizing the closing of meetings. A vote of each member on the question of returning to open session shall be recorded. Minutes taken in closed session must include but not be limited to:
  1. Date, time and place of the meeting;

2. The members of the body recorded as present or absent; and
  3. A summary of discussion on all matters proposed and deliberated.
- The taking of final action in any closed meeting is prohibited. A verbatim record of each closed meeting by audio or video recording will be maintained. The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act no less than eighteen (18) months after the completion of the meeting recorded but only after:
1. the committee approves the destruction of a particular recording; and
  2. the committee approves minutes of the closed meeting that meet the written minutes requirements.

Minutes of that portion of any meeting closed to the public shall be kept by the Administrative Assistant of the County Board and maintained in a separate file. Such minutes shall be available for public inspection only after the committee has determined that it is no longer necessary to protect the public interest or the privacy of an individual by keeping such minutes confidential. The committee shall review minutes of closed sessions at each regular May and October meeting to determine whether such minutes or any portion thereof shall be made available for public inspection.

## FINANCE COMMITTEE

1. The Finance Committee shall prepare the annual county tax levy and the appropriation of the county funds in ample time for the September annual meeting.
2. Each County Officer who is or whose office or budget is under the supervision of the County Board shall submit an itemized budget to the Finance Committee after first having the budget reviewed by the appropriate sub-committee of the County Board. The proposed budgets must be submitted to the Finance Committee no later than July 15.
3. Shall be responsible for the Office of the Treasurer and report to the Board each month.
4. Shall compile and cause to be published at the end of the fiscal year a statement of receipts and expenditures as required by law.
5. Shall have responsibility for salaries as permitted by law, and shall make due recommendations to the County Board concerning same for its approval, at least one month prior to the printing of the annual budget.

6. Shall recommend to the County Board a qualified accounting firm to audit the books and accounts of all departments within the budgetary jurisdiction of the County Board, excepting such body or bodies as may be legally autonomous.
7. Shall review the space requirements of the Offices of the Treasurer and make recommendations to the Building and Grounds Committee on the utilization of space.
8. The Finance Committee membership shall be five (5).

## ROAD AND BRIDGE COMMITTEE

1. Shall examine and report upon all petitions for County aid in the construction of bridges and approaches thereto.
2. Shall, when instructed by the County Board, act for the County in letting of the contract, supervising the work, and accepting the same when completed.
3. Shall approve maintenance of roads improved by the County, but not maintained by the State Division of Highways, and submit recommendations to the County Board for its approval.
4. Shall prepare and present an annual program of road and bridge construction and maintenance.
5. Shall prepare a long range plan for road and bridge construction and maintenance.
6. Shall perform such other duties as have heretofore or shall hereafter be given by resolution of the County Board.
7. Shall review the annual budget and tax levies submitted by the Highway Department and submit the proposed budget to the Finance Committee after any changes or modifications the committee deems appropriate.
8. Shall review the space requirements of the Highway Office and make recommendations to the Building and Grounds Committee on the utilization of space.
9. The Road and Bridge Committee membership shall be five (5).

## PLANNING AND DEVELOPMENT COMMITTEE

1. Shall attend the meetings of the Coles County Regional Planning & Development Commission and report the activities of the Commission and its Director to the County Board.
2. Shall examine all plats of proposed subdivisions in the County, after first ascertaining that said plats have been duly examined by the Soil and Water Conservation Services, as required by law, the Road Commissioner, Coles County Planning & Development Commission and have received their respective recommendations regarding said proposed subdivision.
3. Shall make recommendations to the Board as to the approval or denial of said proposed subdivision, in accordance with Subdivision Regulation Ordinance.
4. Plans for proposed subdivisions shall be in the hands of the committee for planning and subdivision thirty days before the meeting of the Board.
5. Shall perform such other duties as heretofore or shall hereafter be given by resolution of the County Board.
6. Shall administer the subdivision ordinance in conjunction with the staff of the Coles County Regional Planning & Development Commission.
7. This committee, working with the Coles County Regional Planning & Development Commission, shall have the responsibility of accumulating data and information with respect to each and every application for the issuance and approval of Industrial Development Bonds by the County of Coles, and shall report such findings to the Board at appropriate times.
8. Approve all State and Federal grant applications for economic development funds submitted by the Coles County Regional Planning and Development Commission and assume responsibility for the administration of approved grants.
9. Act as a liaison between the County-wide Strategic Steering Committee and the County Board.
10. Shall inform itself, and keep the Board informed, of economic development initiatives in Coles County in which the Board can play a supportive role and which are in the best interest of the citizens of Coles County.

11. Will consider, and refer to the appropriate committee, all requests to the county from economic development organizations or groups for financial assistance, tax abatement or infrastructure development.
12. Will refer to Coles Together, for follow up, all industrial and business prospects.
13. Will cooperate with other economic groups to promote Coles County, regionally, statewide and nationally as a good place to live and work.
14. Work with Coles Together and companies planning to locate in Coles County or that are referred to the Committee by Coles Together, to facilitate the company's understanding of and compliance with County rules and regulations.
15. Shall review the annual budget submitted by the Regional Planning & Development Commission and submit the proposed budget to the Finance Committee after any changes and modifications the committee deems appropriate.
16. Shall review the space requirements of the Office of the Regional Planning & Development Commission and make recommendations to the Building and Grounds Committee on the utilization of space.
17. Development an annual budget for computer needs with various County Officers and appointed officials and department heads, subject to the review and approval of the Finance Committee.
18. Make recommendations to the County Board concerning computer related matters for present and future needs.
19. Be responsible for analyzing any request by any elected or appointed official asking to purchase additional computer or computer related equipment, to determine the validity of such request, and to make appropriate recommendations for either approval or disapproval thereof.
20. Shall have general supervision over GIS Funds and shall review the annual GIS budget and submit the proposed budget to the Finance Committee making any changes and modifications deemed appropriate.
21. The Planning & Development Committee membership shall be five (5).

## SHERIFF AND LAW ENFORCEMENT

## COMMITTEE

1. Shall be responsible for the Office of the Sheriff and report to the Board each month.
2. Shall, at the expiration of the Sheriff's term of office, make final settlement with him/her.
3. Shall review the annual budget submitted by the Sheriff and submit the proposed budget to the Finance Committee after any changes and modifications the committee deems appropriate.
4. Shall review the space requirements of the county jail and make recommendations to the Building and Grounds Committee on the utilization of space.
5. Shall review and report regularly to the County Board on programs and policies for housing all out-of-county inmates at the county jail.
6. The Sheriff and Law Enforcement Committee membership shall be five (5).

## COUNTY OFFICES/RULES COMMITTEE

1. Shall be responsible for the Offices of the Circuit Clerk, Supervisor of Assessments, Coroner and the County Clerk and Recorder, Court Services, Public Defender, Courts and State's Attorney and report to the Board each month and at the expiration of their respective terms of office, make a final settlement with them.
2. Shall inform itself and keep the County Board informed of all proposed or new legislation, both state and national, affecting the County Board and the conduct of the affairs of the county government. The Chairman of the County Offices/Rules Committee shall serve on the Legislative and Executive Committees of the Illinois Association of County Board Members.
3. Shall perform such other duties as have heretofore or shall hereafter be given by resolution of the County Board.

4. Shall have general supervision over rules, subject to approval by the Board.
5. Shall review the annual budget submitted by the Circuit Clerk, Supervisor of Assessments, Coroner and the County Clerk and Recorder, Court Services, Public Defender, Courts and State's Attorney and submit the proposed budget to the Finance Committee making any changes and modifications deemed appropriate.
6. Shall compile a County Board Directory containing the names of all County Officials, Judges of the Circuit, appointees of the County, Township Officials, and rules governing the County Board as approved by the Board.
7. Shall arrange for the printing of the County Board Directory for distribution at the earliest possible date after each election and after each new Board is seated.
8. Shall maintain and update, as necessary, the County Web Page.
9. Shall maintain and update, as necessary, the County Personnel Policy manual.
10. Shall review the space requirements of the Offices of the Circuit Clerk, Coroner, Supervisor of Assessments and the County Clerk and Recorder, Court Services, public Defender, Courts and State's Attorney and make recommendations to the Building and Grounds Committee on the utilization of space.
11. Shall administer the Coles County Internship Program as adopted by the Coles County Board on August 22, 1977.
12. The publicizing of the internship program to potential applicants and interested parties in a timely manner.
13. Making internship applications available to interested parties in a timely manner.
14. Periodically reviewing the overall internship program and reporting its findings to the County Board.
15. Assuring that internships are awarded in a non-partisan manner on the basis of qualification and academic merit.
16. Shall determine the number of interns to be awarded to the various County Officers requesting interns, within the budgetary guidelines of the County Board.
71. The County Offices/Rules Committee membership shall be five (5).

## HEALTH AND SAFETY COMMITTEE

1. Shall have charge of all matters pertaining to rabies control, emergency services, public health and safety programs, including landfill operations, and tipping fee funds.
2. Shall attend whatever meetings of the Community Mental Health Board (708) it deems appropriate and advisable and shall recommend to the County Board the names of individuals who are qualified to serve on said Community Mental Health Board when vacancies occur.
3. One member of the County Board shall serve as the Board's representative on the Community Mental Health Board, such representative to be a member of the Health and Safety Committee.
4. Shall be responsible for the Offices of the CARE Center, Emergency Management Agency, Public Health/Mental Health and report to the Board each month.
5. Shall review the annual budget and tax levies submitted by the Health Department and the Mental Health Department.
6. Shall review the annual budget submitted by the CARE Center and EMA Office and submit the proposed budget to the Finance Committee making any changes and modifications deemed appropriate.
7. Shall review the space requirements of the Offices of the CARE Center and EMA and make recommendations to the Building and Grounds Committee on the utilization of space.
8. The Health and Safety Committee membership shall be five (5).

## BUILDING AND GROUNDS COMMITTEE

1. Shall have charge of the construction, improvement, maintenance and protection of all public buildings and grounds belonging to the County. **It shall also be responsible for recommending to the Board, for its approval, the allocation of space within the Courthouse subject to the requirements of the judiciary.**

2. Shall make a report and recommendations to the County Board at each monthly meeting.
3. Act as a communication link between Coles Together and the County Board.
4. Handle all matters relating to the Coles Business Park.
5. Shall review the annual budget submitted by the Maintenance Department and submit the proposed budget to the Finance Committee after any changes or modifications the committee deems appropriate.
6. The Building and Grounds Committee membership shall be five (5).

## SUPPLIES AND CLAIMS COMMITTEE

1. Shall examine and pass upon all bills to be paid by the County bi-monthly.
2. Any claim or bill submitted for payment shall be approved by the Department head, signed and dated.
3. The Supplies and Claims Committee membership shall be five (5).

## INSURANCE COMMITTEE

1. Shall be responsible, subject to the approval of the County Board, for negotiating the acquisition of all insurance coverage of whatever kind and nature which said County Board shall deem to be necessary to the conduct of the affairs of the County.
2. Shall at the beginning of its term conduct or cause to be conducted an inventory of County property (including office machines and furniture) and present the inventory to

the Board as soon as feasible and shall, at the end of its tenure, submit a final inventory.

3. Shall present a written inventory or list of public buildings to the Board and estimated value thereof.

4. The Insurance Committee membership shall be five (5).

## U. S. SENATORS

Tammy Duckworth (D)  
524 Hart Senate Office Bldg.  
Washington D.C. 20510  
(202) 224-2854

Richard Durbin (D)  
711 Hart Senate Office Bldg.  
Washington D.C. 20510  
(202) 224-2152

8 South Old State Capitol Plaza  
Springfield, IL 62701  
(217) 528-6124  
email:

525 South 8<sup>th</sup> St.  
Springfield, IL 62703  
(217) 492-4062  
email:

## U. S. REPRESENTATIVE

15th District  
Mary Miller (R)  
1529 Longworth House Office Bldg.  
Washington D.C. 20515  
(202) 225-5880  
email:

101 North 4<sup>th</sup> Street, Suite 302  
Effingham, IL 62401  
(217) 240-3155

## STATE SENATOR

55th District  
Darren Bailey (R)  
M103C Capitol Building  
Springfield, IL 62706

88 Broadway, Suite 1  
Mattoon, IL 61938

(217) 782-6674  
email:

(217) 234-6139

## STATE REPRESENTATIVE

110th District  
Chris Miller (R)  
222N Stratton Office Bldg  
Springfield, IL 62706  
(217) 788-1040  
email:

211 S. Cross St.  
Robinson, IL 62454  
618 546-0044

## COUNTY OFFICIALS (ELECTED)

COUNTY CLERK  
Julie Coe (R)  
651 Jackson, Room 122 -Courthouse  
Charleston, IL 61920  
348-0501  
email: [jcoe@co.coles.il.us](mailto:jcoe@co.coles.il.us)

STATE'S ATTORNEY  
Jesse Danley (R)  
651 Jackson, Room 330 - Courthouse  
Charleston, IL 61920  
348-0561  
email: [jdandley@co.coles.il.us](mailto:jdandley@co.coles.il.us)

TREASURER  
George Edwards (R)  
651 Jackson, Room 124 - Courthouse  
Charleston, IL 61920  
217-348-0511  
email: [gedwards@co.coles.il.us](mailto:gedwards@co.coles.il.us)

CORONER  
Ed Schniers (R)  
10500 State Highway 16 Suite 2  
Mattoon, IL 61938  
217-234-2222  
email: [coroner@consolidated.net](mailto:coroner@consolidated.net)

CIRCUIT CLERK  
Melissa Hurst (R)  
651 Jackson, Room 128-Courthouse  
Charleston, IL 61920  
217-348-0516  
email: [mhurst@co.coles.il.us](mailto:mhurst@co.coles.il.us)

SUPERINTENDENT OF  
EDUCATION SERVICE  
REGION  
Kyle Thompson (R)  
730 7th Street, Ste. A  
Charleston, IL 61920

217-348-0151  
email: [kthompson@roel1.org](mailto:kthompson@roel1.org)

SHERIFF  
Tyler Heleine (R)  
701 7th Street  
Charleston, IL 61920  
217-348-0551  
email: [theleine@co.coles.il.us](mailto:theleine@co.coles.il.us)

PUBLIC DEFENDER  
Duane Deters  
622 Jackson  
Charleston, IL 61920  
217-345-6122  
email: [ddeters@co.coles.il.us](mailto:ddeters@co.coles.il.us)

825 18<sup>th</sup> Street  
Charleston, IL 61920  
217-348-0530  
email: [gspear@co.coles.il.us](mailto:gspear@co.coles.il.us)

CARE CENTER  
Dr. Kyle Drake  
6818 N County Road 1120E  
Charleston, IL 61920  
217-345-4112  
email: [dr.drake@arthurvetclinic.com](mailto:dr.drake@arthurvetclinic.com)

## COUNTY OFFICIALS (APPOINTED)

COUNTY ENGINEER  
Rick Johnson  
651 Jackson, Room 16-Courthouse  
Charleston, IL 61920  
217-348-0527  
email: [rjohnson@co.coles.il.us](mailto:rjohnson@co.coles.il.us)

SUPERVISOR OF  
ASSESSMENTS  
Denise Shores  
651 Jackson, Room 133-Courthouse  
Charleston, IL 61920  
217-348-0508  
email: [dshores@co.coles.il.us](mailto:dshores@co.coles.il.us)

COURT SERVICES  
DIRECTOR  
Pam Kelly  
651 Jackson, Room 318-Courthouse  
Charleston, IL 61920  
217-348-0535  
email: [pkelly@co.coles.il.us](mailto:pkelly@co.coles.il.us)

EMERGENCY MANAGEMENT  
Jim Hilgenberg  
520 Jackson  
Charleston, IL 61920  
217-348-0581  
email: [jhilgenberg@co.coles.il.us](mailto:jhilgenberg@co.coles.il.us)

PLANNING &  
DEVELOPMENT  
COMMISSION  
Kelly Lockhart  
651 Jackson, Room 309 - Courthouse  
Charleston, IL 61920  
217-348-0521  
email: [klockhart@co.coles.il.us](mailto:klockhart@co.coles.il.us)

MENTAL HEALTH  
Jeff Lahr  
825 18<sup>th</sup> Street  
Charleston, IL 61920  
217-348-0506  
email: [jlahr@co.coles.il.us](mailto:jlahr@co.coles.il.us)

PUBLIC HEALTH  
Gloria Spear

## JUDGES OF THE CIRCUIT COURT FIFTH JUDICIAL CIRCUIT OF ILLINOIS

CHIEF CIRCUIT JUDGE  
Thomas M. O'Shaughnessy  
Courthouse, Danville, Illinois

### CIRCUIT JUDGES

COLES COUNTY  
COURTHOUSE  
CHARLESTON, IL 61920  
348-0538  
Mitchell K. Shick  
Mark E. Bovard  
James R. Glenn  
Brien J. O'Brien  
Brian Bower, Assoc.

VERMILION COUNTY  
COURTHOUSE  
DANVILLE, IL 61832  
554-7830  
Rita Garman  
Nancy S. Fahey  
Thomas M. O'Shaughnessy  
Charles C. Hall  
Karen E. Wall, Assoc.  
Mark S. Goodwin, Assoc.  
Derek H. Girton, Assoc.  
Charles D. Mockbee IV, Assoc.

CUMBERLAND COUNTY  
COURTHOUSE  
TOLEDO, IL 62468  
849-3871  
Jonathan T. Braden

EDGAR COUNTY  
COURTHOUSE  
PARIS, IL 61944  
466-7473  
Matthew L. Sullivan  
Steven L. Garst  
David W. Lewis, Assoc.

CLARK COUNTY  
COURTHOUSE  
MARSHALL, IL 62441  
826-8713  
Tracy W. Resch

## CITY & VILLAGE OFFICIALS

**CHARLESTON, CITY HALL, 520 JACKSON, CHARLESTON 61920**  
MAYOR: Brandon Combs 345-5650  
CLERK: Deborah Muller 345-2484  
COUNCIL MEMBERS: Dennis Malak, Jeff Lahr, Matthew Hutti, Tim Newell

**MATTOON, CITY HALL, 208 N. 19TH STREET, MATTOON 61938**  
MAYOR: Rick Hall 234-4633  
CLERK: Susan O'Brien 235-5654  
COMMISSIONERS: Dave Cox, Sandra Graven, Jim Closson, David Phipps

**OAKLAND, CITY HALL, MAIN STREET, OAKLAND 61943**  
MAYOR: Jack Turner 346-2651  
CLERK: Vickie McQueen 346-2651  
ALDERMAN: Robert Michaels, Donna Taylor, Fred Ehler, James Craven, Bradley Lee Jr., David Stoltz

**ASHMORE, Village Hall 349-8332**  
VILLAGE PRESIDENT: Kurt Crail  
VILLAGE CLERK: Jackie Freezeland  
TRUSTEES: Bryan Watson, Bill Edwards, Terry Price, Morgan Biggs, Cathy Wellborn, Dane Perdieu

**LERNA, Village Hall 234-2474**  
VILLAGE PRESIDENT: Rob Ratliff  
VILLAGE CLERK: Janette Beals  
TRUSTEES: Tim Salisbury, Patty Enlow, Merry Toberman, Harold Sawyer, Brad Hanner, Frank Ferris

**HUMBOLDT, Village Hall**  
VILLAGE PRESIDENT: Cassie McMillan  
VILLAGE CLERK: Dawn Akers  
TRUSTEES: Steve Decker, Eva Spence, Marie Helm, Christi Poorman, Dave Blethroade

## TOWNSHIP OFFICIALS (Four year terms beginning May, 2025)

**ASHMORE TOWNSHIP, 22939 Co Rd 1050N, Ashmore 349-8631**  
SUPERVISOR: Mary "Elise" Hood (R), 117 E Cedar, Ashmore 349-8356  
CLERK: Thomas Gilbert (R), 811 W. Charleston Rd, Charleston 349-8259  
ROAD COMMISSIONER: Jim Johns (R), P O Box 335, Ashmore 349-8823  
TRUSTEES: Jon Strader - R 21988 Harrison St. Rd. Ashmore  
Melinda S. Johns - R 210 E. Charleston Rd. Ashmore  
Gerald Coartney - R 10109 N Co Rd 2250E Ashmore  
Monty Walters - R 317 W. Charleston Rd Ashmore

**ASHMORE-HUTTON-CHARLESTON-SEVEN HICKORY TOWNSHIP**  
ASSESSOR: Crystal Smith (R), 2001 Grant Ave, Charleston 348-6245

**CHARLESTON TOWNSHIP, 511 Jackson, Charleston 217- 345-4013**  
SUPERVISOR: Brandon Bell (R), 2300 Woodfall Dr., Charleston 217-549-6758  
CLERK: Larry Hanner (D), 4860 Lincoln Hwy. Charleston 217-276-8048  
ROAD COMMISSIONER: Mike Cox (D), 927 W Hayes, Charleston 217-549-5270  
TRUSTEES: Dan Spence (D) 7900 N County Rd 1850 E 217-549-6090  
Matt Daugherty (D), 606 Greenbriar Ct., Charleston 217-259-3871  
Melissa Daugherty (R), 606 Greenbriar Ct., Charleston 217-549-0212  
Penny Allen (R) 18146 E Co Rd 750N, Charleston 217-232-0022  
**ASHMORE-HUTTON-CHARLESTON-SEVEN HICKORY TOWNSHIP**  
ASSESSOR: Crystal Smith (R), 2001 Grant Ave, Charleston 217-348-7732

**EAST OAKLAND TOWNSHIP, 515 W Main, Oakland 217-346-2261**



SUPERVISOR: Julie Boes (D), 512 Norton Dr, Oakland 217-419-0363  
CLERK: Berta Eich (R), 2447 E Co Rd 2050N, Oakland 217-549-5145  
ROAD COMMISSIONER: Brian Warner (D), 20467 N Co Rd 2225E, Oakland 217-232-232-9717  
TRUSTEES: Ronald Bodle (D), 19163 N Co Rd 2300E, Oakland 217-232-1226  
Brad Pardi (R), 17575N Co Rd 2700E, Oakland 217-508-9197  
Michelle VonBehrens (R) 24460 E Co Rd 1700N Oakland 217-232-0321  
Robert Temples (R), 17768N Co Rd 2300E, Oakland 217-346-3356  
EAST OAKLAND-MORGAN TOWNSHIP ASSESSOR: Shirley Willison (R) 25027 Johnson Dr, Oakland 217- 346-3339

**HUMBOLDT TOWNSHIP**, Township Hall 217- 856-2241  
SUPERVISOR: Ryan Sullivan (R) 7089 E Co Rd 1200N, Mattoon 217-254-6660  
CLERK: Leland Warren (R) 820 Southside Dr., Humboldt 217-254-4606  
ROAD COMMISSIONER: Steve Decker (R), 811 Walnut, Humboldt 217-856-2241  
TRUSTEES: Dave Blethroade (R), 809 Walnut St, Humboldt 217-259-9913  
Peggy Pooman (D) 201 Adams St., Humboldt 217-246-7926  
Jane Keller (R) 16425 N Co Rd 700E, Humboldt 217-962-1284  
Ed Plank (R) 810 Walnut St. Humboldt  
LAFAYETTE-HUMBOLDT-NORTH OKAW-MATTOON ASSESSOR: Rex Barnes (D), 105 Oman Ct, Mattoon 258-9672

**HUTTON TOWNSHIP**, Township Hall 345-6945  
SUPERVISOR: Jerry Thomas (R), 4403 Hutton Rd, Charleston 345-7858  
CLERK: Denver Fidler (R), 5852N Co Rd 2200E, Westfield  
ROAD COMMISSIONER: Doug Gossett (R), 2230 Co Hwy 5, Charleston 345-3046  
TRUSTEES: Justin Thomas (R), 4270 Whetstone Rd, Charleston  
Cathy Fidler (R) 5852N Co Rd 2200E, Westfield 967-5632  
Dustin Campbell (R) 6591 N Co Rd 2280 E Westfield  
Jeff Shrader (R), 2307 N Co Rd 2200E, Charleston 348-0943  
ASHMORE-HUTTON-CHARLESTON-SEVEN HICKORY TOWNSHIP  
ASSESSOR: Crystal Smith (R), 2001 Grant Ave, Charleston 348-6245

**LAFAYETTE TOWNSHIP**, 9421 Old State Road, Mattoon 217-235-1335

SUPERVISOR: Tim Buford (R), 305 Crestview Dr. Mattoon 217-254-9770  
CLERK: Chuck Card (R), 9410 E Co Rd 550N, Mattoon 217-234-6261  
ROAD COMMISSIONER: Bill Carter-Alvis (R), 5540 Prospect Lane, Lerna  
TRUSTEES: Chris Miller (R), 27 Wintercress, Mattoon  
Vinay Adukia (R) 300 Hillcrest, Mattoon 217-254-6882  
Brian Warfel (R) 38 Windermere 217-294-1046  
Mike Staton (R) 24 A Bristol Green, Mattoon 217-317-0023  
LAFAYETTE-HUMBOLDT-NORTH OKAW-MATTOON ASSESSOR: Rex Barnes (D), 105 Oman Ct, Mattoon 258-9672

**MATTOON TOWNSHIP**, 1716 Richmond, Mattoon 234-3877  
SUPERVISOR: Earl Armstrong, Jr. (D), 3317 Champaign Ave, Mattoon 217-234-4953  
CLERK: Kent Milam (D), 4423 Mary Todd Rd, Mattoon 234-9767  
ROAD COMMISSIONER: Ernest Chupp (D), 1108 15<sup>th</sup> St, Mattoon 217-234-7207  
TRUSTEES: Tim Genta (D), 3801 Western Ave, Mattoon 217-234-9409  
Toq Lawrence (D), 904 Edgar, Mattoon 217- 234-2310  
Ben Baker (D), 1104 Rudy Ave, Mattoon 217-234-6654  
Danny Harrelson (D), 3880 E Co Rd 450N, Mattoon 217-962-0009  
LAFAYETTE-HUMBOLDT-NORTH OKAW-MATTOON ASSESSOR: Rex Barnes (D), 105 Oman Ct, Mattoon 258-9672

**MORGAN TOWNSHIP**, Township Hall  
SUPERVISOR: Mary Joan Jacobs (R), 14764 N Co Rd 2080E, Charleston  
CLERK: Jeannie Hungler (D), 16381 N Co Rd 2080E, Charleston 217- 345-4118  
ROAD COMMISS: Ronald Hungler 16381 N Co Rd 2080E, Charleston 217-246-4118  
TRUSTEES: Meredith Vonlanken (R) 16817 N Co Rd 2100E, Charleston 217-218-8914  
Jim Myers (R), 20110 Circle, Charleston 217-841-1532  
Brad Morgan (D) 15199 N Co Rd 2080E 217-232-1607  
Kim Ross (D) 20581 E Co Rd 1600N 217-217-549-9786  
EAST OAKLAND-MORGAN TOWNSHIP ASSESSOR: Shirley Willison (R) 25027 Johnson Dr, Oakland 217-346-3339

**NORTH OKAW TOWNSHIP**, Cooks Mill 217- 258-6131  
SUPERVISOR: Mandy Whitley (R) 12875 N Co Rd 350E, Mattoon 217-259-3166  
CLERK: Sherri Ayers (Pierce) (R) 3421 Stolter St. Humboldt 217-276-6353  
ROAD COMMISSIONER: Dennis Cole 5494 E Co Rd 1400N 217-254-1301  
TRUSTEES: Linda Graham (R), 227 E Co Rd 1180N, Mattoon 217-254-0144

Michael "Mick" Eaton (R), 15559 N Co Rd 500E, Humboldt 217-856-2243  
Rick Copeland (R), 12541 N Co Rd 300E, Mattoon 217- 234-9365  
Clint Pierce (R), 3377 Stotler St, Humboldt 217-259-8750  
LAFAYETTE-HUMBOLDT-NORTH OKAW-MATTOON ASSESSOR: Rex Barnes  
(D), 105 Oman Ct, Mattoon 258-9672

William Strode(R) 13270 Co. Rd 1400N, Charleston  
ASHMORE-HUTTON-CHARLESTON-SEVEN HICKORY TOWNSHIP  
ASSESSOR: Crystal Smith (R), 2201 Grant Ave, Charleston 348-6245

## BOARDS & COMMISSIONS (Appointed by the County Board)

**PARADISE TOWNSHIP**, 2186N Co Rd 190E, Mattoon  
SUPERVISOR Mariah White-Landrus(D) 2383 N Co Rd 190E Mattoon 217-276-0343  
CLERK: Marlene Browning (R) 19 Carrollton Estates, Mattoon 217-254-2118  
ROAD COMMISS: Jerry Schultz(R) 2186 No Co Rd 190E Mattoon 217-962-0747  
TRUSTEES: Stan Uphoff (R) 3712 No Co Rd 330E Mattoon 217-962-1552  
Matthew Landrus (D), 2383 N Co Rd 190E, Mattoon 217-460-0925  
Mike Browning (R) 19 Carrollton Estates Mattoon, 217-273-2725  
Jeff Boswell (R), 2179 N Co Rd 190E, Mattoon 217-273-1653  
ASSESSOR:

**PLEASANT GROVE TOWNSHIP**, Township Hall  
SUPERVISOR: Gary Otto (R), 2173 N Pleasantview Rd, Lerna 234-3932  
CLERK: Jean Ann Strong (R), P O Box 55, Lerna 234-7262  
ROAD COMMISSIONER: Robert Spencer (I), 8033 E Co Rd 100N, Trilla, 234-3408  
TRUSTEES: Jeff Snider (R). 14755E Co Rd 150N, Charleston 345-7561  
David Janes (R), 6762E Co Rd 150N, Trilla 234-4591  
Edward Spencer (R), 580 S Pleasantview Rd, Trilla 235-9442  
Steve Snider (R), 11182 E Co Rd 150N, Lerna 345-7644  
ASSESSOR:

**SEVEN HICKORY TOWNSHIP**, 14377 Onyx St, Charleston 348-8063  
SUPERVISOR: Todd Easton(R), 14377 Onyx St., Charleston 217-232-0775  
CLERK: Veronica Ready(R) 13902 E Co Rd 1400N Charleston  
ROAD COMMISSIONER: Richard Madlem(R) 11871 N Co Rd 1400E  
TRUSTEES: Kevin Lewis(R) 14186 E Co Rd Charleston  
Michelle Hudson (R), 10403 N Co Rd Charleston 217-345-3149  
John M. Austin (I), 16193E Co Rd 1400N, Charleston

**FARMLAND ASSESSMENT REVIEW COMMITTEE**  
1st Floor-Courthouse  
Charleston, IL 61920  
217-348-0508

Statute Governing: 505 ILCS 5/3.05  
Number of Members: Three (3)  
Term of Office: Two (2) years  
Date of Appointment: May County Board Meeting  
Appointed by: County Board Chairman with advice and consent of County Board  
Special Comments: The members are recommended by the Supervisor of Assessments.

NAME	TERM EXPIRES
Bill Uphoff	June 1, 2023
Alan Metzger	June 1, 2023
Wes Veach	June 1, 2023

**COLES COUNTY BOARD OF REVIEW**  
1st Floor-Courthouse  
Charleston, IL 61920  
217-348-0508

Statute Governing: 35 ILCS 205/8  
Number of Members: Three (3)  
Term of Office: Two (2) years  
Date of Appointment: May County Board Meeting  
Appointed by: County Board Chairman with approval of County Board  
Special Comments: Two (2) members are appointed in the odd numbered years and one (1) member is appointed in the even numbered years.

NAME	TERM EXPIRES
Matthew Frederick	June 1, 2023

Gerald Herman June 1, 2023  
Dan Lawrence June 1, 2024

SHERIFF'S MERIT COMMISSION  
Coles County Safety & Detention Center  
Charleston, IL 61920  
217-348-0584

Statute Governing: 55 ILCS 5/3-8001  
Number of Members: Five (5)  
Term of Office: Six (6) years  
Date of Appointment: April County Board Meeting  
Appointed by: Sheriff with the approval of a majority of the County Board; however, if the Sheriff fails to make the appointment within sixty (60) days, the County Board Chairman shall make the appointment.  
Special Comments: One (1) member is appointed every year for five (5) years and no appointment is made in one (1) year out of six (6).

NAME	TERM EXPIRES
Ron Wohlstein	April, 2023
Steve Childress	April, 2024
Rory Steidl	April, 2025
Charlotte Gano	April, 2027
Mike Martin	April, 2026

COLES COUNTY HOUSING AUTHORITY  
109 Prairie Avenue  
Mattoon, IL 61938  
217-235-4175  
Miranda Quast, Executive Director

Statute Governing: 310 ILCS 10/3  
Number of Members: Five (5)  
Term of Office: Five (5) years  
Date of Appointment: February County Board Meeting  
Appointed by: County Board Chairman with approval of County Board  
Special Comments: One (1) member is appointed each year.

NAME	TERM EXPIRES
Samantha Hayes	February, 2026
James Hayes	February, 2023
T.J. Dosch	February, 2022
Matt Clarkson	February, 2026
	February, 2025

JURY COMMISSION  
2nd Floor-Courthouse  
Charleston, IL 61920  
217-348-0540

Statute Governing: 705 ILCS 310/0.01 - 12  
Number of Members: Three (3)  
Term of Office: Three (3) years  
Date of Appointment: June County Board Meeting  
Appointed by: Chief Judge of the Circuit (County Board concurs)  
Special Comments: One (1) member is appointed each year by the Chief Judge and he issues an Administrative Order with which the County Board concurs.

NAME	TERM EXPIRES
Eric Finley	Sept, 2023
Deanna Marshall	Sept., 2024
Kevin Kersey	Sept., 2024

EMERGENCY TELEPHONE SYSTEM BOARD (9-1-1)  
10500 State Highway 16, Suite 1  
Mattoon, IL 61938  
217-235-2924  
Director

Statute Governing: 50 ILCS 750/15.4 (c)  
Number of Members: Fourteen (7)  
Term of Office: Three (3) years  
Date of Appointment: June County Board Meeting  
Appointed by: County Board Chairman with approval of County Board  
Special Comments: One (1) member shall be the Coles County Sheriff. One (1) member shall be a County Board member. Three (3) members shall be Public Safety Agency 9-1-1 users. Two (2) members shall be a public member at-large.

NAME	TERM EXPIRES
Steven Bennett	June, 2025
Sam Gaines	June, 2024

Marisol Gamboa	June, 2025
Dan Ensign	June, 2024
John Hedges	June, 2024
Chris Wright	June, 2024
	June, 2022
Tyler Heleine	Coterminous
Rick Shook	Coterminous

**MENTAL HEALTH '708' BOARD**

825 18th Street  
 Charleston, IL 61920  
 217-348-0506  
 Jeff Lahr, Administrator

Statute Governing: 405 ILCS 20/3  
 Number of Members: Seven (7)  
 Term of Office: Four (4) years  
 Date of Appointment: June County Board Meeting  
 Appointed by: County Board Chairman with advice and consent of County Board  
 Special Comments: Two (2) members are appointed in one (1) year, and no appointments are made in one (1) year.

NAME	TERM EXPIRES
Curt Schaefer	June, 2025
Tad Freezeland	June, 2025
David Schilling	June, 2024
Robert Ames	June, 2024
Mark Donnell	June, 2023
David Logue	June, 2023
Stan Metzger	Coterminous

**COLES COUNTY PUBLIC BUILDING COMMISSION**

3rd Floor-Courthouse  
 Charleston, IL 61920

Statute Governing: 50 ILCS 20/1 - 20/24  
 Number of Members: Five (5)  
 Term of Office: Five (5) years  
 Date of Appointment: December County Board Meeting  
 Appointed by: County Board Chairman with advice and consent of County Board

NAME	TERM EXPIRES
Andrew Zavarella	December, 2023
Mike Weaver	December, 2024
Jan Eads	December, 2021
Timothy Yow	December, 2022

**COLES COUNTY AIRPORT AUTHORITY**

432 Airport Road  
 Mattoon, IL 61938  
 217-234-7120

Statute Governing: 70 ILCD 5/3  
 Number of Members: Five (5) total, three (3) appointed by County Board  
 Term of Office: Five (5) years  
 Date of Appointment: May County Board Meeting  
 Appointed by: County Board Chairman with advice and consent of County Board  
 Special Comments: One (1) member is appointed each year, however, the County Board appoints only three (3) members, so in two (2) of the five (5) years, there will be no County Board appointment made.

NAME	TERM EXPIRES
Don Schaefer	May, 2025
Angela Griffin	May, 2027
Mark Nelson	May, 2026
James Campbell	May, 2024
Bill Rasmussen	May, 2023

**SENIOR CITIZENS PROPERTY TAX LEVY COMMITTEE**

11021E County Road 800N  
 Charleston, IL 61920  
 217-639-5150  
 Patti Hicks, Executive Director

Statute Governing: 55 ILCS 5/5-1005  
 Number of Members: Five (5)  
 Term of Office: Three (3) years  
 Date of Appointment: November County Board Meeting  
 Appointed by: County Board Chairman with advice and consent of County Board  
 Special Comments: Two (2) members shall be County Board members, one (1) from each major political party, one of which must be on Finance Committee.

NAME	TERM EXPIRES
Bonny Stark	November 30, 2022
Mike Murray	November 30, 2017
Nancy Purdy	Coterminous
Mike Watts	Coterminous

#### REGIONAL PLANNING & DEVELOPMENT COMMISSION

3rd Floor-Courthouse  
 Charleston, IL 61920  
 217-348-0521  
 Kelly Lockhart, Executive Director

Statute Governing: 55 ILCS 5/5-14001  
 Number of Members: Five (5) Board members, three (3) mayors and two (2) at-large  
 Term of Office: Two (2) years  
 Date of Appointment: November County Board Meeting  
 Appointed by: County Board Chairman with approval of County Board  
 Special Comments: Mayors of the cities of Mattoon and Charleston and one of the mayors from the remaining city and villages serve on a rotating basis.

NAME	TERM EXPIRES
Stan Metzger	Coterminous
Darrell Cox	Coterminous
Mike Watts	Coterminous
John Doty	Coterminous
Lisa Jaco	Coterminous
Rick Hall	Coterminous
Kurt Crail	Coterminous
Dennis Malik	Coterminous
Jon Althaus	November, 2022
Elaine Komada	November, 2022

#### PUBLIC HEALTH BOARD

825 18th Street  
 Charleston, IL 61920  
 217-348-0530  
 Diana Stenger, Administrator

Statute Governing: 70 ILCS 905/20  
 Number of Members: Eight (8)  
 Term of Office: Three (3) years for seven (7) of the members, coterminous for the County Board member  
 Date of Appointment: June County Board Meeting  
 Appointed by: County Board Chairman with advice and consent of County Board  
 Special Comments: Two (2) members are appointed in each of two (2) years and three (3) members are appointed in one (1) year. At least two (2) member shall be physicians, and one (1) dentist. One (1) member shall be a County Board member.

NAME	TERM EXPIRES
Bernie Rancho	June 30, 2023
Daniel Haifley	June 30, 2024
Brett Hyland	June 30, 2024
Michael Gillespie	June 30, 2023
Stanley Huffman, MD	June 30, 2025
Phil Kepp, DDS	June 30, 2025
David Cole	June 30, 2025
Jeremy Doughty	Coterminous

## FIRE PROTECTION DISTRICTS

Governing Statute: 70 ILCS 705/4 - 4.01  
 Number of Members: Three (3) or Five (5)  
 Term of Office: Three (3) years  
 Date of Appointment: On or before the second Monday in April

Appointed by: County Board Chairman with advice and consent of County Board  
 Special Comments: One (1) member is appointed each year in three (3) member districts; one (1) or two (2) members are appointed each year in five (5) member districts. If a district covers more than one County, then each County Board only appoints those members that are from their County.

NAME	TERM EXPIRES
<b>WABASH FIRE PROTECTION DISTRICT</b>	
Jerry Schultz	May, 2025
Gary Kepley	May, 2024
Allen Price	May, 2023
<b>LINCOLN FIRE PROTECTION DISTRICT</b>	
Christopher Morrison	May, 2025
Ryan Berkheimer	May, 2023
Kent Martin	May, 2024
Jeff Adkins	May, 2024
<b>SEVEN HICKORY &amp; MORGAN FIRE PROTECTION DISTRICT</b>	
John Austin	May, 2024
Randy McCray	May, 2022
Robert Hudson, Jr.	May, 2020
<b>HUMBOLDT COMMUNITY FIRE PROTECTION DISTRICT</b>	
Curtis Niemeyer	May, 2024
Fred Hood	May, 2022
Matthew Homann	May, 2023
<b>ARTHUR RURAL FIRE PROTECTION DISTRICT</b>	
Jordan Watkins	May, 2022
Toby Wiley	May, 2024
Richard Hein	May, 2023

**REPUBLICAN  
 PRECINCT COMMITTEEMEN  
 TRAVIS COFFEY, CHAIRMAN**

**CHARLESTON TOWNSHIP**  
 Pct. 1 Darrell Cox 23609 E Co Rd. 1300N Ashmore 217-549-5855  
 Pct. 2

Pct. 3  
 Pct. 4  
 Pct. 5 Blake Coffey (Appointed) 3851 18<sup>th</sup> St., Charleston 217-512-0157  
 Pct. 6  
 Pct. 7  
 Pct. 8 Stan Metzger, 4515 W. State St, Charleston 217-254-7826  
 Pct. 9  
 Pct. 10  
 Pct. 11 Kyle Thompson, 1023 Woodberry Ln, Charleston 217-520-2065  
 Pct. 12 Caleb Humphres (Appointed) 1224 Reynolds Dr., Charleston 217-218-2036  
 Pct. 13 Travis Coffey 16525 Kickapoo Pl Rd Charleston 217-512-0013  
 Pct. 14  
 Pct. 15  
 Pct. 16  
 Pct. 17  
 Pct. 18 Elaine Komada (Appointed) 5547 Peak St., Lerna 217-246-0595  
 Pct. 19

**MATTOON TOWNSHIP**

Pct. 3 Lisa Walk, 1001 Broadway Ave, Mattoon 217-273-0378  
 Pct. 4 Jensetzung Denise Kroening 301 Charleston Mattoon  
 Pct. 5  
 Pct. 6  
 Pct. 8  
 Pct. 10  
 Pct. 12  
 Pct. 13  
 Pct. 16  
 Pct. 17  
 Pct. 18  
 Pct. 19  
 Pct. 21 Doug Towle (Appointed) 301 N 35<sup>th</sup> St, Mattoon 217-549-1523  
 Pct. 22 Lisa Jaco (Appointed) 1655 Paradise Rd, Mattoon 217-273-7251

**ASHMORE**

**EAST OAKLAND** Luke Taylor, 20337N Co Rd 2350E, Oakland 217-276-3554  
**HUMBOLDT** J. Tom Donnell, 12225N Co Rd 1000E, Humboldt 235-0006  
**HUTTON** Carolyn Stephens appt. 3867 N Co Rd 2400E Westfield 273-5143  
**LAFAYETTE 1** Dan Haifley (Appt) 1623 Westgate, Mattoon 574-529-0937  
**LAFAYETTE 2** Chris Lawson, 17 Sugar Creek Ln. Mattoon 217-259-9825

LAFAYETTE 3 Mary Wetzel(Appt) 21 Chestnut Run Mattoon 217-232-4754  
 LAFAYETTE 4 Gary Juneau(Appt)620OddFellow Rd Mattoon217-520-3252  
 MORGAN  
 NORTH OKAW  
 PARADISE Robert Jaco(Appt)1655 Paradise RdMattoon217-234-7251  
 PLEASANT GROVE Robert Spencer, 8035E Co Rd 100N, Trilla 217-254-6178  
 SEVEN HICKORY

**DEMOCRAT  
 PRECINCT COMMITTEEMEN  
 MACK WHITE, CHAIRMAN**

**CHARLESTON TOWNSHIP**

Pct. 1 Andrew McNitt, 1018 9<sup>th</sup> St, Charleston 649-8069  
 Pct. 2 Kai Foong Hung, 717 Kenton St, Charleston  
 Pct. 3 Scott McCampbell, 16 W. Harrison Ave, Apt. 5, Charleston 708 907-1474  
 Pct. 4 Patsy Black, 1507 Adams, Charleston 345-5691  
 Pct. 5  
 Pct. 6  
 Pct. 8 Nicholas Pitts, 9 Brosam Dr, Charleston 549-6074  
 Pct. 10 Jonathan P Blitz, 2230 Senaca Dr, Charleston  
 Pct. 11 Richard Wandling, 733 Coolidge Ave, Charleston 345-1450  
 Pct. 12 Judith Konrad, 1009 Hayes Ave, Charleston 348-7625  
 Pct. 13 Paul Wieck, 3260 18<sup>th</sup> St, Charleston 345-6118  
 Pct. 14 Jami Smith, 506 James Dr. Apt.4, Charleston  
 Pct. 15 Charles Hughes, 21 Heather Dr, Charleston 348-0045  
 Pct. 16  
 Pct. 17  
 Pct. 18 Brooke Ferguson, 2740 Whippoorwill Dr, Charleston 254-3098  
 Pct. 19

**MATTOON TOWNSHIP**

Pct. 3  
 Pct. 4 Shirley Bell, 1220 S. 9<sup>th</sup> St, Mattoon 234-3178  
 Pct. 5 Bill Hollada, 1210 Stinson, Mattoon 234-3113  
 Pct. 6  
 Pct. 8 Mac White, 1300 S. 17<sup>th</sup> St, Mattoon 549-8703  
 Pct. 10 Rex Barnes, 105 Oman Ct, Mattoon 258-9672

Pct. 12  
 Pct. 13 Michael Shane Rogers, 2621 Richmond Ave, Mattoon 254-6700  
 Pct. 16  
 Pct. 17  
 Pct. 18 Jody Lynn Janosik, 610 Prairie Ave, Mattoon  
 Pct. 19 John P Hayden, 1601 Piatt Ave, Mattoon  
 Pct. 21  
 Pct. 22 Myles Jordan Hastings, 108 Oman Ct., Mattoon

ASHMORE Gary Williamson, 20759 Arrowhead Rd, Ashmore  
 EAST OAKLAND Dale Hanner, 706 Maple St, Oakland 346-2140  
 HUMBOLDT Carl Niemeyer, 14003N Co Rd 700E, Humboldt 856-2224  
 HUTTON Jeramy Eggers, 18938E Co Rd 700N, Charleston 345-1264  
 LAFAYETTE 1 Connie Manes, 1409 S 2rd St, Mattoon 234-4877  
 LAFAYETTE 2 Kathryn Crawford, 3 Kelsey Dr, Mattoon 254-1919  
 LAFAYETTE 3 Judy Baker, 10811E Co Rd 800N, Mattoon 9235-3400  
 LAFAYETTE 4 Steve Ferguson, 400 Country Club Rd, Mattoon 235-2238  
 MORGAN James Bennett, 11439N Co Rd 1840E, Charleston 345-2821  
 NORTH OKAW James Hilgenberg, 13551N Co Rd 500E Humboldt  
 PARADISE Greg Fultz, 2012E Co Rd 250N, Mattoon 960-4335  
 PLEASANT GROVE  
 SEVEN HICKORY

**THE AMERICAN'S CREED**

I believe in the United States of America as a government of the people, by the people, for the people, whose just powers are derived from the consent of the governed; a democracy in a republic, a sovereign Nation of many sovereign States; a perfect Union, one and inseparable, established upon those principles of freedom, equality, justice, and humanity for which American patriots sacrificed their lives and fortunes. I therefore believe it is my duty to my country to love it; to support its Constitution; to obey its laws; to respect its flag, and to defend it against all enemies.

Officially adopted by the United States  
Congress, April 3, 1918