

COLES COUNTY BOARD
Regular Meeting
January 9, 2018

The regular meeting of the Coles County Board was called to order at 7:00 p.m. with the following members present Brandon Bell, Travis Coffey, Paul Daily, Jan Eads, Brian Marvin, Nancy Purdy, Cory Sanders, Rick Shook, and Mike Zuhone with Chairman Stan Metzger presiding. Absent was member Mark Degler.

Following the Pledge to the Flag, the Invocation was given by Chairman, Stan Metzger.

APPROVAL OF MINUTES

Motion by Coffey, seconded by Eads to approve the December 12, 2017, Regular County Board Meeting with the consent of the County Board.

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Zuhone (10)
NAYS: None (0)
ABSENT: Degler (1)

APPOINTMENT OF PAUL STRANZ TO THE COUNTY BOARD DISTRICT #3

Appointment was made by Metzger to appoint Paul Stranz to the County Board District #3 with the consent of the County Board

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Zuhone (10)
NAYS: None (0)
ABSENT: Degler (1)

APPROVAL OF COMMITTEE ASSIGNMENTS

Paul Stranz - Building & Grounds, Cooperative Extension Board, County Office/Rules,
Road & Bridge, Sheriff
Brandon Bell, Chair - County Offices/Rules
Mike Zuhone, Chair - Road & Bridge

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)
NAYS: None (0)
ABSENT: Degler (1)

ELECTION SERVICE CONTRACT WITH LIBERTY SYSTEMS- EQUIPMENT

(For a copy of the contract see pages 3738 - 3741)

Motion was made by Bell, seconded by Daily

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)

NAYS: None (0)

ABSENT: Degler (1)

RES: STATE'S ATTORNEY'S APPELLATE PROSECUTOR PROGRAM

(For a copy of the resolution see pages 3742)

Motion was made by Bell, seconded by Shook

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)

NAYS: None (0)

ABSENT: Degler (1)

RES: SETTING SALARY OF SUPERVISOR OF ASSESSMENT

(For a copy of the resolution see pages 3743)

Motion was made by Bell, seconded by Daily

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)

NAYS: None (0)

ABSENT: Degler (1)

**TWO RESOLUTIONS TO ABATE TAX LEVIES BUILDING BONDS AND
SCHOOL BONDS**

(For a copy of the resolutions see pages 3744 - 3746)

Motion was made by Bell, seconded by Zuhone

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)

NAYS: None (0)

ABSENT: Degler (1)

RES: AMEND 2018 BUDGET - IMRF

(For a copy of the resolution see page 3747)

Motion was made by Zuhone, seconded by Shook

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)
NAYS: None (0)
ABSENT: Degler (1)

RES: AMEND 2018 BUDGET - CASA

(For a copy of the resolution see page 3748)

Motion was made by Purdy, seconded by Sanders

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)
NAYS: None (0)
ABSENT: Degler (1)

AGREEMENT WITH ESPY SERVICES, INC. - TELEPHONE AUDIT

(For a copy of the agreement see pages 3749 - 3751)

Motion was made by Daily, seconded by Bell

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Stranz, Zuhone (10)
NAYS: Shook (1)
ABSENT: Degler (1)

APPOINTMENTS

None

PUBLIC COMMENT

Public comments were heard from the following regarding the mass appraisals of commercial and industrial properties:

James DiNaso
Charles Stodden
Kirk Allen
Mike Bickers

Robb Perry
Reggie Phillips
Robert Bogue

ADJOURNED

Upon motion by Daily, seconded by Sanders, the Coles County Board was adjourned at 7:52 p.m. with the consent of the County Board.

AYES: Bell, Coffey, Daily, Eads, Marvin, Metzger, Purdy,
Sanders, Shook, Stranz, Zuhone (11)

NAYS: None (0)

ABSENT: Degler (1)

ATTEST:


County Clerk



Wednesday, January 3, 2018

Sue Rennels
Coles County Clerk
651 Jackson St.
Charleston, Illinois 61920

Re: Election Services Contract with 6 year equipment lease and 2 year optional extension to own

Dear Sue,

Please find below a price quote for Election Services through 2023

Services provided in 2018 General Primary, 2018 General Election, 2019 Consolidated Election, 2020 General Primary, 2020 General Election, 2021 Consolidated Election, 2022 General Primary, 2022 General Election, and 2023 Consolidated Election.

PAYMENT PROVISIONS

Supporting Equipment	\$31,200
Voting Equipment	\$253,760
Total Equipment	\$284,960
Less: Trade-in	\$16,000
Voting Equipment Purchase Price	\$268,960
Down Payment	\$60,000
Financed	\$208,960
Quarterly Payment for Equipment	\$13,015
Quarterly Payment for Voter Registration	\$6,500
Quarterly Payment for Supplies, Setup and Services	\$20,068
Twenty-Four (24) Quarterly Payments	\$39,583
Rental price of for each additional FVT as needed	\$1,150/election

**Optional extended term of 2 years - Eight(8) additional quarterly installments of \$13,015 allows the county to own the equipment at the end of the extended term.

**Prices do not include shipping and will be billed in addition.

\$2,750	Supporting Equipment EMS Laptop (1)
\$1,200	Memory Sticks (10)
\$0	OVO Ballot Boxes
Additional; OVO units come with 1 set	
\$0	FVT Headphones
Additional; OVI units come with 1 set	
\$2,250	UPS 1500 (10)
\$25,000	Unisyn OCS Upload Only EMS License (1)
<hr/>	
\$31,200	Total Supporting Equipment
	Voting Equipment
\$159,200	Unisyn OVO Units (32)- Initial OVO Firmware Included
\$94,560	Unisyn FVT Units (32)- Initial FVT Firmware Included
<hr/>	
\$253,760	Total Voting Equipment
	Annual Fees
\$2,880	Annual OVO Firmware Charges - Yearly fee after first year
Based on # of OVO units and # of years	
\$1,920	Annual FVT Firmware Charges - Yearly fee after first year
Based on # of OVI units and # of years	
\$6,400	Annual OVO Warranty
\$4,960	Annual FVT Warranty
\$5,000	EMS License
<hr/>	
\$21,160	Total Annual Fees

	Supplies
250,000	Ballots - Labeled and wrapped by style and boxed by precinct
6,000	Samples - 11 x 17 of each style packed with precinct ballots
44 per election	OS Marked Test Deck - By Vote Center and precinct, testing each ballot style
44 per election	TS Test Deck Results - By Vote Center and precinct, testing each ballot style
44 per election	Applications to Vote - Printed and bound by precinct in alphabetical order
45 per election	Vote Center Kits - Signs, instructions, and return materials
45 per election	Precinct Kits with canvass bag - Privacy covers, affidavits, envelopes, and supplies
	reclaimed after each election
44 per election	Poll Record Binder Sets - 3 sets per precinct (and by party in primary)
	Setup and Services
Per Year	Annual Election Equipment Preparation - (Clean read heads, test printers, readers, etc.)
32 OVO units per election	Lock & Load OS - includes paper, run each test deck, testing blank, fully voted, over voted, write-in, and accuracy count for each style
32 OVI units per Federal Election	Lock & Load TS - Run Logic and Accuracy test and test screen calibration
Each election	Ballot on Demand Setup with BallotExpress - Setup ballot files on local server and calibrate ballot printer
44 per election	Ballot Coding- ballot layout for each style
44 per Federal Election	Ballot Audio- Audio file creation for elections for all races, candidates, and public questions

Each election

Early Vote Center Setup - Test and setup early voting machines in Clerk's Office and off-site

Each election

Public Test - Perform retesting of 10% of the machines to be used on Election Day

Each election

Election Day - Personnel on site to assist in Election Day troubleshooting and Election Night tabulation and results posting

Each election

Post-Election Retab and Provisional - Perform a 5% audit of ballots voted on Election Day as well as Vote by Mail, Early Voting, and Grace Period Voting

****This quote expires in 60 days****

ACCEPTED:

COLES COUNTY

LIBERTY SYSTEMS, LLC

BY _____

BY _____

Date _____

January 3, 2018

RESOLUTION

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Counties containing less than 3,000,000 inhabitants; and

WHEREAS, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et seq., as amended; and

WHEREAS, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives approval and support from the respective Counties eligible to apply; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

NOW, THEREFORE, BE IT RESOLVED that the Coles County Board, in regular session, this _____ day of _____, 20____ does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorney of this County in the appeal of all cases, when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the State's Attorney's duties under the Illinois Public Labor Relations Act, including negotiations thereunder, as well as in the trial and appeal of tax objections.

BE IT FURTHER RESOLVED that the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist the State's Attorney of this County in the discharge of the State's Attorney's duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction.

BE IT FURTHER RESOLVED that if the Office of the State's Attorneys Appellate Prosecutor is duly appointed to act as a Special Prosecutor in this county by a court having jurisdiction, this county will provide reasonable and necessary clerical and administrative support on an as-needed basis.

BE IT FURTHER RESOLVED that the Coles County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2018, commencing December 1, 2017 and ending November 30, 2018, by hereby appropriating the sum of \$18,000.00 as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2018.

Passed and adopted by the County Board of Coles County, Illinois, this _____ day of _____ 20_____.

Chairman _____

ATTEST: _____
County Clerk

State of Illinois)
)ss.
County of Coles)

**RESOLUTION RE: SETTING SALARY
OF COUNTY OFFICIALS**

WHEREAS, the County Board is required by law to fix the salaries of various County Officials, one being the Supervisor of Assessments; and

WHEREAS, the salary of the Supervisor of Assessments is included in the appropriation of the Coles County Budget for the fiscal year 2018.

NOW, THEREFORE BE IT RESOLVED by the County Board of Coles County, Illinois to set the annual salary as follows:

Supervisor of Assessments	\$56,100.00
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DATED this ____ day of _____, 2018.

ATTEST:

_____ Clerk

State of Illinois)
)
 County of Coles)

RESOLUTION TO ABATE TAX LEVY

WHEREAS, the Coles County Board did on October 12, 2010 issue general obligation (sales tax alternative revenue source) bonds totaling \$1,275,000 denomination of \$5,000 due serially on December 1 in each of the years in the amount and bearing interest as follows:

Date	Principal	Interest Rate	Interest Due	Fiscal Total And Levy	Levy Year
12/01/2011	80,000	3.550	56,568.75		
06/01/2012			22,823.75	159,392.50	2010
12/01/2012	115,000	3.550	22,823.75		
06/01/2013			20,782.50	158,606.25	2011
12/01/2013	120,000	3.750	20,782.50		
06/01/2014			18,532.50	159,315.00	2012
12/01/2014	125,000	3.750	18,532.50		
06/01/2015			16,188.75	159,721.25	2013
12/01/2015	125,000	3.750	16,188.75		
06/01/2016			13,845.00	155,033.75	2014
12/01/2016	130,000	3.900	13,845.00		
06/01/2017			11,310.00	155,155.00	2015
12/01/2017	135,000	3.900	11,310.00		
06/01/2018			8,677.50	154,987.50	2016
12/01/2018	140,000	3.900	8,677.50		
06/01/2019			5,947.50	154,625.00	2017
12/01/2019	150,000	3.900	5,947.50		
06/01/2020			3,022.50	158,970.00	2018
12/01/2020	155,000	3.900	3,022.50	158,022.50	2019

WHEREAS, said bonds were issued and sold in order for said County Board to gain revenue for the purpose of altering, repairing and equipping County buildings, and

WHEREAS, a copy of the Ordinance as passed by the Coles County Board was duly filed with the County Clerk of Coles County, Illinois, for the purpose of a tax being levied to produce sufficient revenue for the redemption of said bonds as they mature, all in accordance with the provisions of the statutes of Illinois applicable thereto, and

WHEREAS, said County Board will have funds arising from other sources of revenue, particularly from receipts of general sales taxes as the alternate revenue source, which may lawfully be used for the retirement of said bonds, issued October 12, 2010, maturing in 2018, together with interest thereon all bonds of said issue of October 12, 2010, due and payable during the year 2018.

NOW, THEREFORE BE IT RESOLVED by the Coles County Board that the County Clerk of Coles County, Illinois, shall abate the levy for the payment of said general obligation bonds of October 12, 2010, for the year 2018.

DATED this ____ day of _____, 2018.

ATTEST:

_____ Clerk

State of Illinois)
)
 County of Coles)

RESOLUTION TO ABATE TAX LEVY

WHEREAS, the Coles County Public Building Commission did on December 6, 1996 issue public building revenue bonds totaling \$600,000 denomination of \$5,000 due serially on December 1 in each of the years in the amount and bearing interest as follows:

<u>YEAR</u>	<u>PRINCIPAL AMOUNT</u>	<u>RATE</u>	<u>YEAR</u>	<u>PRINCIPAL AMOUNT</u>	<u>RATE</u>
1998	\$10,000	5.75%	2010	\$ 25,000	5.75%
1999	10,000	5.75	2011	25,000	5.75
2000	15,000	5.75	2012	25,000	5.75
2001	15,000	5.75	2013	30,000	5.75
2002	15,000	5.75	2014	30,000	5.75
2003	15,000	5.75	2015	30,000	5.75
2004	15,000	5.75	2016	35,000	5.75
2005	20,000	5.75	2017	35,000	5.75
2006	20,000	5.75	2018	40,000	5.75
2007	20,000	5.75	2019	40,000	5.75
2008	20,000	5.75	2020	45,000	5.75
2009	20,000	5.75	2021	45,000	5.75

WHEREAS, said bonds were issued and sold in order for said Commission to gain revenue for the construction, acquisition and installation of the Office of the Regional Superintendent of Schools, and

WHEREAS, a copy of the Ordinance as passed by the Coles County Board was duly filed with the County Clerk of Coles County, Illinois, for the purpose of a tax being levied to produce sufficient revenue for the redemption of said bonds as they mature, all in accordance with the provisions of the statutes of Illinois applicable thereto, and

WHEREAS, said Commission will have funds arising from other sources of revenue, particularly from the income derived from an intergovernmental agreement among the Counties of Clark, Coles, Cumberland, Douglas, Moultrie and Shelby, which may lawfully be used for the retirement of said bonds, issued December 6, 1996, maturing in 2018, together with interest thereon all bonds of said issue of December 6, 1996, due and payable during the year 2018.

NOW, THEREFORE BE IT RESOLVED by the Coles County Board that the County Clerk of Coles County, Illinois, shall abate the levy for the payment of said public revenue bonds of December 6, 1996, for the year 2018.

DATED this ___ day of _____, 2018.

ATTEST: _____ Clerk

State of Illinois)
)ss.
County of Coles)

RESOLUTION RE: AMEND BUDGET

WHEREAS, the Finance Committee instructed George Edwards, Treasurer, to forward a contribution to IMRF from reserves; and

WHEREAS, this contribution was not included in this year's budget; and

WHEREAS, the Finance Committee voted to forward a resolution to the County Board amending the FY2018 budget to include this contribution.

NOW, THEREFORE BE IT RESOLVED by the County Board of Coles County to amend the FY2018 budget as follows:

Additional ECO Debt payment	020-060-7093-000	\$75,000.00
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DATED this ___ day of _____, 2018.

ATTEST:

_____ Clerk

State of Illinois)
)
County of Coles)

**RESOLUTION RE: BUDGET ADJUSTMENTS
GENERAL FUND**

WHEREAS, the Finance Committee received requests for budget adjustments for FY 2017 as follows:

EXPENSES:

1. Increase revenue line item 001-000-4028-000, CASA fees, \$2,000; and
2. Increase expense line item 001-004-7048-000, CASA, \$2,000; and

WHEREAS, the Finance Committee recommends that these adjustments be made to comply with standard auditing procedures.

NOW, THEREFORE BE IT RESOLVED by the County Board of Coles County to amend the County Budget for FY 2017 as stated above.

DATED this ___ day of _____, 2018.

ATTEST: _____ Clerk

Coles County, Illinois

Client				
651 Jackson		Charleston	IL	61930
Address		City	State	Zip
Kelly Lockhart	Exec Dir Planning	217 348 7304		
Telephone Contact	Title	Phone Number	FEI Number	

Service Agreement

This Service Agreement (hereinafter Agreement) is made by and between Espy Services, Inc. (hereinafter Espy) and Client (as designated above). In consideration of our mutual promises and understandings hereinafter set forth, it is mutually understood and agreed as follows:

- 1.) **Scope.** During the term of this Agreement, Espy shall provide Client the services set forth herein or in attachments to this Agreement which shall be executed by duly authorized individuals of both Espy and Client. The scope of the services, start and end dates, term, all costs and other specifics of the services or other work to be provided shall be specified in the attachment(s) stated as Statement(s) of Work (SOW).
- 2.) **Findings.** Findings are defined as the physical documentation and representation of the financial benefit to Client of Espy's work as defined in the SOW when implemented. Client acknowledges that Espy will perform its work at 2213 16th Street, Bedford, IN 47421.
- 3.) **Cooperation.** Client agrees to give its full cooperation to Espy in providing information deemed necessary for all work reflected in the SOW in a timely manner (including electronic access to service provider accounts if required); in addition to facilitating communication with Client contacts and telecom service providers.
- 4.) **Acceptance.** Espy reserves the right to refuse any contract that is not accompanied by at least \$2500 in combined wire line telecom billings for a single month.
- 5.) **Suspension of Work.** Client's failure to abide by Section 3 or failure to make proper payment to Espy when due, shall, in addition to all other rights, constitute a material breach of contract and shall entitle Espy, at its discretion, to suspend all work, until such breach is corrected. If suspension occurs and breach is not corrected within 15 days of notification to Client, Espy will be entitled to full payment for services as stated SOW. In the event of a suspension, Espy will not be liable for Client's lost financial benefits of Espy's work.
- 6.) **Forum Selection.** Any party who brings a legal action related to this Agreement, the services or the relationship it establishes between the parties shall bring the legal action or proceeding exclusively in the Circuit Court of Lawrence County, Bedford, Indiana and waives any objection to this venue.
- 7.) **Attorney Fees.** If legal proceedings of any nature are instituted in connection with, to interpret or enforce this Agreement, the prevailing party is entitled to recover reasonable attorneys' fees and costs in addition to any other available remedy.
- 8.) **Severability.** If a provision of this Agreement is held to be unenforceable, the other provisions will remain in effect. If possible, the offending provision will be modified to the slightest degree necessary to make it enforceable, remaining as close as possible to the parties' original intent for the provision. If not possible, the offending provision will be stricken.
- 9.) **Survival.** The expiration, termination or cancellation of this Agreement will not extinguish the rights of either party that accrue prior to expiration, termination or cancellation or any obligations that extend beyond termination, expiration or cancellation, either by their inherent nature or by their express terms.
- 10.) **Amendments.** No amendment to this Agreement will be binding on either party unless it is in writing and signed by each party.
- 11.) **Waiver.** No provision of this Agreement is waived unless the waiver is in writing and signed by the party granting the waiver. No delay in exercising any right, power or privilege under this Agreement will operate to waive completely or partially any present or future exercise of that right, power or privilege.
- 12.) **Integration.** This Agreement is the final, complete and exclusive expression of all the statements, promises, terms and conditions within its scope and supersedes any prior written or oral agreements within its scope. In making the Agreement, neither party relies on any promise or statement made by the other party, other than those contained in the Agreement.

The undersigned represents and warrants that he/she is authorized and empowered to sign this Agreement for and on behalf of the Client.

Client Authorized Representative Signature

Espy Services Authorized Representative Signature

Printed Name & Title

Printed Name & Title

Date

Date

**Statement of Work (SOW)
 for
 Telecom Audit & Analysis
 Services Scope, Payment Amount & Terms**

Scope:

Espy agrees:

- To perform an audit & analysis of all telecom service provider accounts and invoices provided by Client to Espy for the purpose of finding errors and overcharges that now exist or may have existed on past invoices.
- To negotiate with the service providers to have all errors and overcharges removed and obtain credits for past errors and overcharges.
- To pursue ongoing savings that may result from reductions in the Client's billings, by correction of errors, rate change advisements, service changes, vendor promos & credits and contract negotiations.
- That no implementations or service changes that require vendor changes, contracts, contractual modifications or renewals will be made without Client's written consent. Espy does not receive compensation from any telecommunications providers.
- To provide findings to Client that detail the errors, overcharges, savings opportunities and discount opportunities that would result in a financial gain to Client when implemented.
- That if finding(s) is approved by Client, to perform all work necessary, including implementation and verification of implementation with service providers, to enable Client to confirm all savings and credits.
- That if Client does not respond to presented finding(s) within 14 days, to reserve the right to invoice for the finding(s) unless notified by Client requesting extension.

Client agrees:

- That they will not during the term of this agreement or until Espy has been paid in full for its services, negotiate with any telecommunications provider as this will result in a duplication of efforts.
- That they have chosen the payment amount and terms as authorized below to compensate Espy for the Telecom Audit & Analysis.

Payment Amount:

Client agrees to pay Espy:

- 50% of all credits and overcharges obtained (whether implemented by Espy, Client or any combination thereof).
- 50% of all savings implemented for a 12 month period (whether implemented by Espy, Client or any combination thereof). Savings will be calculated and based on the rates and fees the Client is actually paying as of the date of this SOW for the Agreement.
- Invoicing Method (*Please check one and initial agreed upon invoicing method*):
 - Option 1 Client Initials** _____
 Payments will be calculated per finding for the full 12 months of savings and invoiced as a one-time payment upon verification with the telecom service provider. Client must provide Espy with online access to service provider accounts for verification. Espy will assist Client in establishing online access if not already in place.
 - Option 2 Client Initials** _____
 Payments for each finding will be invoiced monthly (for 12 months) upon implementation with the telecom service provider.

Payment Terms:

Client agrees to make payment to Espy, in full, within 30 days of the invoice date. Interest shall accrue on each late payment at the rate of 1.5% each month until paid in full.

Term of Agreement for SOW:

The initial term of this SOW for the Agreement is for a period of one (1) year and begins when it is executed by Espy and ends 12 months thereafter ("Initial Term"). Client agrees to not use directly or indirectly, or authorize the use by a third party, throughout the 12 month period of this agreement and for 12 months following this agreement, any information provided by Espy to acquire credits, refunds or future savings unless Espy has been compensated for this information. Upon expiration or termination of any other SOWs related to the Agreement, this SOW will survive until it expires or is terminated and all other terms and conditions of the Agreement remain in full force.

The signatures below indicate that this SOW has been read and is understood by both parties.

Client: Coles County, Illinois

 Client Authorized Representative Signature

 Espy Services Authorized Representative Signature

 Printed Name & Title

 Printed Name & Title

 Date

 Date

Letter of Agency

To

Date

We have contracted Espy Services, Inc. for the sole purpose of correcting, reducing and negotiating our telecommunications costs. Upon their request, please provide directly to Espy Services at the email address or physical address specified at the bottom of this page, a copy of our service and equipment records, traffic studies, billing records, term agreements, online access to billing / service records & information (including assisting Espy in implementing online access if it does not currently exist), and/or any other information or materials they require concerning our telecommunications service for the following account numbers:

Please deal directly with Espy Services on all matters pertaining to said telecommunications service.

This Letter of Agency rescinds any other Letter of Agency here to executed by us and will remain in effect until otherwise notified in writing by this office. Your cooperation in assisting Espy Services is greatly appreciated.

The undersigned represents and warrants that they are authorized and empowered to sign this Letter of Agency for and on behalf of the Client company.

Client Signature

Printed Name

Title

**Espy Services, Inc.
Attn: Support Services Dept.
2213 16th Street
Bedford, IN 47421**

Email: supportservices@espyervices.com / Phone: 812-277-1499