

(EXHIBIT A)

MUNICIPAL
INFORMATION
DIRECTORY
VILLAGE OF GOREVILLE

A municipality incorporated and organized under the laws of the State of Illinois for the purpose of providing its residents with the following services:

- A. Police Protection
- B. Fire Protection
- C. Water and Sewer Service
- D. City Park

The Village has certain functional subdivisions which are shown on a block diagram separately, EXHIBIT B.

The approximate amount of the operating budget of the Village of Goreville is \$675,000.

The Village Hall, Police Department and Fire Department are located at 105 W.

Collins Street.

The Water and Sewer Department is located at 221 S. Hubbard.

The Village of Goreville employs approximately 4 full time employees and 2 part-time employees. The Village has a Mayor, six member Board of Trustees and Village Clerk who are elected by the residents. The Village Treasurer is appointed by the Mayor.

Members of the Board of Trustees and committees appointed by the Mayor are as follows:

Public Works

Trustee Baker, Trustee Beckmann, and Trustee Kerley

Finance and Insurance

Trustee Vinus, Trustee Johnson, and Trustee Jones

Public Safety & Codes

Trustee Beckmann, Trustee Kerley, and Trustee Jones

Parks and Beautification

Trustee Vinus, Trustee Baker, Trustee Beckmann and Trustee Johnson

Grants & Community Development

Trustee Vinus, Trustee Baker, and Trustee Johnson

EXHIBIT B

FUNCTIONAL
SUBDIVISIONS

	MAYOR	
VILLAGE CLERK	BOARD OF TRUSTEES	TREASURER
POLICE DEPT.	WATER/ SEWER DEPARTMENT	FIRE DEPT.

(EXHIBIT C)

MUNICIPAL RECORDS DIRECTORY

VILLAGE OF GOREVILLE
FOIA REQUESTS

Any person requesting records from the Village of Goreville must make such a request in writing, and deliver such request, in person, to the office of the Village Clerk at 105 W. Collins Street. Requests should be made to "FOIA officer" at that address between the hours of 8:00 AM and 12:00 PM Monday through Friday.

Requests may be mailed, but if requests are mailed, requester must keep in mind that the required response time is based on the time the request is received at the Village Clerk's office. The mailing address for the Village Clerk's office is P.O. Box 16, Goreville, IL 62939

Requests for general information should be made to Agnes Paul, Village Clerk. Requests for police information should be made to John Holland, Chief of Police.

You must indicate at the time of the request, if you desire that records be certified. *

The fees for requested records are as follows:

- no costs for the first 50 pages (black and white)
- additional pages would be \$0.15 per page
- Electronic records will be formatted subject to reimbursement for costs of recording medium.
- Color copies or copies in a size other than letter or legal shall be reimbursed to actual costs.
- *Cost for certifying a record is \$1.00

Records may be furnished without charge or at a reduced charge, as determined by the Village, if the person requesting the documents states the specific purpose for the request and indicates that a waiver or reduction of the fee is in the public interest. Waiver or reduction of the fee is in the public interest if the principal purpose of the request is to access and disseminate information regarding the health, safety and welfare or the legal rights of the general public and is not for the principal purpose of personal or commercial benefit.

(EXHIBIT D) CATELOGING AND INDEXING OF

PUBLIC RECORDS

The following type records are under the Village control and prepared or received after July 1, 1984:

FINANCIAL RECORDS: (a) appropriation and levy ordinances; (b) annual audits; (c) cancelled checks; (d) tax receipts; (e) paid bills; (f) water and sewer bills; (g) TIF records; (h) payroll records; (i) pension fund; (j) general ledger records; and (k) motor fuel tax records.

ADMINISTRATIVE RECORDS: (a) board minutes; (b) board ordinances; (c) board resolutions; (d) municipal correspondence (e) usage reports; (f) discharge monitoring reports; (g) village maps; (h) legal notices; (i) maintenance contracts; (j) bids ; (k) grant information; and (l) public notices.

INSURANCE RECORDS: (a) insurance claims (b) worker's compensation; and (c) liability coverage limits.

POLICE DEPARTMENT RECORDS: (a) police reports; (b) traffic citations; (c) codes violations; and (d) traffic crash reports.

FIRE DEPARTMENT RECORDS: (a) fire calls