

MINUTES
VILLAGE OF JEROME BOARD OF TRUSTEES
2901 LEONARD STREET, JEROME CIVIC CENTER
REGULAR BOARD MEETING
June 1, 2017
7:00 PM

Call to Order

President Lopez called the June 1, 2017 meeting of the Village of Jerome Board of Trustees to order at 7:02 pm.

Pledge of Allegiance

President Lopez led all those present in the Pledge of Allegiance.

Roll Call

President Lopez called the roll.

Present:

President Lopez
Trustees Chilton, Johnson, Lael, Monnat, Tripp, Winchester
Treasurer Roth
Attorney Brokaw

Absent:

Clerk Wheeland

Minutes

A motion was made by Trustee Lael to approve the Minutes of the May 18, 2017 Regular Meeting of the Board of Trustees. The motion was seconded by Trustee Chilton.

Roll Call Vote:

Ayes: Trustee Lael, Trustee Chilton, Trustee Tripp, Trustee Johnson, Trustee Monnat
Present: Trustee Winchester

The motion carried.

Warrants

President Lopez noted that Warrant List 18-03 dated June 1, 2017 totaled \$36,886.37. Treasurer Roth stated that of this amount \$17,318.62 was from the Water Fund and \$19,567.75 was from the General Revenue Fund.

A motion was made by Trustee Monnat to approve Warrant List 18-03 dated June 1, 2017 for a total of \$36,886.37. The motion was seconded by Trustee Tripp.

Roll Call Vote:

Ayes: Trustee Lael, Trustee Winchester, Trustee Chilton, Trustee Tripp, Trustee Johnson, Trustee Monnat

The motion carried.

Trustee Winchester stated that a while back there had been discussion of having all purchases approved by the Trustee in charge of each department. He said he thought this was a good idea and would help to get control over discretionary spending. Trustee Monnat, President Lopez, and Trustee Chilton stated that this was happening with the staff in their departments. Treasurer Roth pointed out that President Lopez had sent out a memo earlier in the year requiring all purchases to be approved by the appropriate Trustee or the President. This memo is still in effect. Trustee Chilton noted that items on the Warrant List had been budgeted for by the Trustees.

President Lopez expressed gratitude for the work of the Trustees and especially the hard work of the two new Trustees in learning their jobs.

Visitors Acknowledgement

President Lopez opened the Visitors Acknowledgement portion of the meeting at 7:12pm. There were no comments from visitors and this portion of the meeting closed at 7:13pm.

Executive Session

President Lopez asked to go into Executive Session. A motion was made by Trustee Chilton to go into Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body (5 ILCS 120/2(c)(1)). Trustee Johnson seconded the motion.

Ayes: Trustee Lael, Trustee Winchester, Trustee Chilton, Trustee Tripp, Trustee Johnson, Trustee Monnat

The motion carried.

The Board went into Executive Session at 7:15 pm.

The Board returned from Executive Session at 8:20 pm.

Reports of Village Officers and Committees

A. Public Health

Trustee Johnson reported the following:

- There have been many complaints regarding grass not being mowed. The large amount of rain had a part to play in this. Since the rain has stopped most of the lawns have been mowed.
- Requests for fire pit permits continue to come in and are being handled.

Trustee Johnson also asked that residents let her know of any problems.

B. Public Works

Trustee Tripp stated he had no report.

C. Public Property

Trustee Winchester stated he was resurrecting the Library Board in hopes of increasing activities and having more consistent hours. He had asked some people to serve on the Board looking to infuse creativity into developing community events at the Library and Park. President Lopez asked Trustee Winchester to check with Clerk Wheeland regarding the current members of the Library Board.

D. Building & Zoning

Trustee Lael reported the following:

- Preparation of the NAPA store is progressing rapidly although an opening date has not been determined.
- The development at 1501 Wabash has been given the name Jerome Mini-Mall. Mickey Mann, the Village Engineer, reported that IDOT had issued permits related to drainage and Wabash Avenue. However, the developers need a drainage easement for the outlet structure. His understanding is that the easement has been obtained and recorded although he has not yet seen a copy of it. The developer's engineer was supposed to get this to Mr. Mann the next day. Once that is received approval can be given. Trustee Lael indicated he would like engineering assistance regarding the parking lot and building. Although the County Building Inspectors will inspect the building, they will not provide oversight on the parking lot.
- There appears to be a strong offer to purchase the AT&T building.
- No paperwork has been received on the proposed Wing Stop restaurant.
- There has been no communication with the Village regarding the billboard expected to be constructed at the northeast corner of Jerome and Chatham. President Lopez stated he would contact the owner the following day.

E. Public Safety

Acting Chief Estill reported that the previous evening a shooting occurred in Comer Cox Park in Springfield and the suspects had fled to Leland Grove. The Jerome Police Department was asked to assist. The suspects were quickly apprehended at Wiggins and Laurel in Leland Grove and surrendered their weapons.

Trustee Monnat noted that if an incident occurred in Jerome where backup was needed officers from nearby jurisdictions would help out just like Jerome officers did last night.

F. Water Department

Trustee Chilton reported that the Public Works Department is still doing locates for the Ameren project and has a few projects for the Water Department, such as putting in pits, that will be worked in when they can.

G. Village Treasurer

Treasurer Roth reported the following:

- April and May income tax revenue has not been received.
- Gaming Revenue for March was received. April Gaming Revenue has not been received.

- Checks for the May 15th warrants were mailed out right after that Board Meeting and Payroll was met on May 30th.
- The 1% Non-Home Rule Sales Tax for the month of May was transferred into that account.
- After paying warrant obligations for this week there would be approximately \$6,000 left in the Village's bank account. The Illinois Fund has about \$270.
- The good news is the Village is back to sending out payments right after the Board meetings. The bad news is the Village is not out of the woods yet.

H. Village Attorney

Attorney Brokaw stated he had no report.

I. Village President

President Lopez reported the following:

- He had ridden with Officer Maybury the night before to observe the work of the Jerome Police Department so he had been on the scene when the incident in Leland Grove took place. He was impressed with the professionalism that he observed with all departments working together. In the Village, Officer Maybury made contact with several people walking during the night, knew them all, and treated them all with respect.
- At the June 15th Board meeting Mr. John Little from Ameren will address the community regarding the gas line replacement project in the Village. President Lopez encouraged those present to attend that meeting with any questions and to spread the word to other residents. President Lopez will submit written documentation to Ameren regarding road and drainage problems resulting from the project.
- The 4th of July parade will be on a Tuesday. Flags will be put out along the parade route a week before. A notice will be put on the bulletin board. President Lopez will check with the Treasurer to see how much money is available in the civic events budget to use for the July 4th activities. He noted that money in this budget item is also used for the Halloween party. Trustee Chilton noted that in recent years donations have covered the cost of the Halloween party. She also offered to donate chips for the July 4th party. To date fifteen parade entries have been confirmed. The 183rd Honor Guard will assist residents in carrying the flag at the front of the parade.

Old Business

A. Discussion and Approval of Hiring Street Department Summer Help

Trustee Tripp proposed hiring one temporary employee for 8 weeks during the summer to help with the extra work such as mowing and branch pick up, but not driving any vehicles. One of the employees hired last summer was available and would work 30 hours a week from June 5th – July 28th. Trustee Winchester asked how many employees would be working during June. The current temporary employee is scheduled through June 30th. Paul Bell would be returning to work on June 12th. Trustee Chilton stated that she did not want the temporary summer employee to read meters. Trustee Tripp made a motion to hire a temporary summer employee to work from June 5th through July 28th for 30 hours a week at a rate of \$10 per hour. Trustee Winchester seconded the motion.

Roll Call Vote:

Ayes: Trustee Lael, Trustee Winchester, Trustee Chilton, Trustee Tripp, Trustee Johnson, Trustee Monnat

The motion carried.

B. Village Website

Resident Ben Story apologized to the Board for taking so long to get back to them on updating the Village website. His job had taken him out of town for six weeks. He had prepared a prototype that the President had forwarded to the Board and he was interested in ideas from the Board members on what should be added. He noted that the domain name needed to be renewed by June 15th. Trustee Chilton stated that the renewal was on the warrants list approved earlier in the meeting.

Mr. Story would set up the technical framework for the website and get it up and running. He would also commit to posting content on the site for six months while training specified Village staff who would take on the responsibility. He also had gotten a quote for website hosting of \$5.99 per month, which is the cheapest he's seen.

It was noted that if a full-time employee of the Village maintains the website certain requirements under the Open Meetings Act would apply. There was some discussion about putting more Jerome pictures on the website. Mr. Story advised, and Attorney Brokaw agreed, that pictures including people would need consent to be posted.

President Lopez that discussion would resume at the next Board meeting. In the meantime Trustees could submit any suggestions. Mr. Story asked that each Trustee particularly review their area of the prototype website to see if anything else should be included.

Trustee Monnat asked if the agendas and Board minutes could be posted on the Village website. Attorney Brokaw responded that both items can be posted. If the Village has a full-time employee maintaining the website then it is mandatory that all agendas and meeting minutes be posted.

New Business

A. Discussion and Approval of Ordinance 18-02 Adding a Liquor License

Attorney Brokaw explained that two years ago the Board had increased the number of tavern-style liquor licenses from seven to eight. The President had asked that the number again be increased by one based on a request from a business owner in the Village. Attorney Brokaw reminded the Trustees that the Board controls the number of liquor licenses in the Village.

Trustee Lael understood this request to be tied to a plan for additional video gaming in the Village. He is opposed to adding gaming licenses. Trustee Monnat noted that if a business has a liquor license the Village would have to grant a video gaming license as well. Attorney Brokaw stated that other communities had re-tooled their ordinances, going to a restaurant-style liquor license where a business would have to prove that a certain percentage of receipts is from the sale of food. Currently the Village has two types of liquor licenses – package liquor and on-site consumption. Under rules of the Illinois Gaming Commission package liquor stores cannot include video gaming.

There were several questions regarding this issue and President Lopez tabled this item until the next meeting.

B. Discussion and Approval of Letter Requesting Donations to the Police Department

Trustee Monnat distributed a letter asking for donations to the Police Department to the Board for review. The letter would be distributed by Acting Chief Estill and Sergeant Skaggs to businesses in and surrounding the community. The letter outlined the Village's decrease in sales tax revenue and the lack of funds to purchase equipment needed by the Police Department. A monetary donation is suggested. The letters would be delivered personally. There has been appreciation expressed by the business community for the support provided by the Jerome Police Officers. Treasurer Roth confirmed that when received the money would be put into an account that would only be used to purchase police equipment. Trustee Monnat said that an inventory of the evidence room would be conducted and any items that could be sold would be with the money being put toward new equipment as well. It is unknown how much funding this could generate.

Trustee Monnat made a motion to approve distributing the donation letter as presented. Trustee Winchester seconded the motion.

Roll Call Vote:

Ayes: Trustee Lael, Trustee Winchester, Trustee Tripp, Trustee Johnson, Trustee Monnat
Nays: Trustee Chilton

The motion carried.

C. Discussion and Approval of Ordinance 18-01, An Ordinance Making Appropriations for Expenses of the Village of Jerome, Illinois for the Fiscal Year Ending April 30, 2018

Attorney Brokaw explained that each year the Village must pass an appropriations ordinance for expenses to be paid during the new fiscal year. Expenses from the various funds are based on the approved budget as follows:

General Revenue Fund	\$800,001
DUI Fund	\$5,000
Motor Fuel Tax	\$75,000
Police Vehicle Fund	\$10,000
1% Non-Home Rule Tax	\$150,000
Water and Sewer Fund	<u>\$537,635</u>
Total	\$1,441,636

The Ordinance was presented for initial review and will be voted on at the next meeting scheduled for June 15th.

President Lopez mentioned that there had been some discussion among Board members about moving the Board meetings to an early start time. This could be done for the next calendar year with proper notice to the public.

Adjournment

A motion was made by Trustee Johnson to adjourn the meeting. The motion was seconded by Trustee Monnat.

Roll Call Vote:

Ayes: Trustee Lael, Trustee Winchester, Trustee Chilton, Trustee Tripp, Trustee Johnson,
Trustee Monnat

The motion carried and the meeting adjourned at 9:10 pm.

Linda Wheeland

Linda Wheeland, Village Clerk

July 6, 2017

Dated

