

MINUTES
VILLAGE OF JEROME BOARD OF TRUSTEES
2901 LEONARD STREET, JEROME CIVIC CENTER
REGULAR BOARD MEETING
June 15, 2017
7:00 PM

Call to Order

President Lopez called the June 15, 2017 meeting of the Village of Jerome Board of Trustees to order at 7:03 pm.

Pledge of Allegiance

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

Roll Call

Clerk Wheeland called the roll.

Present:

President Lopez

Trustees Chilton, Johnson, Lael, Monnat, Tripp, Winchester

Clerk Wheeland

Treasurer Roth

Attorney Brokaw

Approval of Warrant List 18-04

President Lopez noted that Warrant List 18-04 dated June 15, 2017 totaled \$21,758.29.

Treasurer Roth added that of this amount \$19,437.82 would be paid from the Water Fund and the remaining \$2,320.47 would be paid from the General Revenue Fund.

A motion was made by Trustee Lael to approve Warrant List 18-04 dated June 15, 2017 for a total of \$21,758.29. The motion was seconded by Trustee Johnson.

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

The motion carried.

Presentation by Ameren Representative

President Lopez introduced Mr. Jeff Jones and Mr. John Little from Ameren who had asked to address the community regarding the ongoing project to replace gas pipelines in the Village.

Mr. Jones, superintendent over the construction services group, outlined the process as follows:

1. Customers receive a letter from Ameren one month before construction activity starts explaining what to expect.
2. Customers also receive a letter from the sanitary sewer contractor, David Mason & Associates, requesting permission to use a camera in sewer laterals on the property.
3. KS Energy, contractor, installs gas main and new gas lines.
4. Ameren connects new mains and lines. (Contractors cannot do live gas work.)

5. KS Energy restores yards and roads. (The wet spring caused delays in restoration work.)

Anyone who has a problem with any phase of the project can speak to the supervisors or crew members or call Ameren at 1-800-755-5000. The phone call will go through the Ameren Call Center so there will be about a 24-hour delay in getting to Mr. Jones or Mr. Little. Mr. Jones noted that any complaints would be resolved through him or Mr. Little, however, if customers are not happy with the results they can file a claim with Ameren.

Ameren received a federal grant to upgrade facilities in Illinois including 21,000 feet of gas main and 400+ individual services in Jerome. Because of the extent of work needed the project was split between 2016 and 2017. The project was approved by the State and will make gas facilities safer for the next 50 – 100 years.

There were several questions from residents:

Q: Is a landscape company doing the yard restoration work or is it being done by Ameren crews?

A: KS Energy is doing the restoration. First, they will fill in holes to make the area safe. They will come back later to grade, power rake, and seed the yards.

Q: What can be done if rocks and chunks of asphalt are in the dirt used to fill in holes?

A: Residents can talk directly to the contractor supervisors or crew members on site or contact Ameren.

Q: What kind of grass seed is being used?

A: The seed comes from Ameren and is a general landscaper's mix. If residents have a specific need they should let Ameren know and a different seed can be provided.

Q: When pulling service from a home crews bore a hole to the meter and dig a hole next to the meter. A worker has been observed throwing a lit cigarette into the hole. This has concerned residents. Can crews be told not to do this?

A: Mr. Jones said he would address this with the KS Energy Supervisor the next day. Workers are not allowed to smoke on customers' properties or leave trash anywhere they work.

Q: Why aren't all holes being patched on roadways? Why are there clumps of dirt and rocks in yards where seeding has been done?

A: Mr. Little stated that he would make sure all patching was completed. He and Mr. Jones had driven around the Village prior to the meeting and had noted where there were clumps of dirt and rocks in yards as well as road patching problems.

Q: Could Ameren provide a brochure that could be put in doors providing information on how to promote the growth of grass after seeding has occurred?

A: Unfortunately Ameren does not have such a brochure. Mr. Jones and Mr. Little assured residents that Ameren would come back in the fall to regrade and reseed if needed.

Q: A tree was bored through in a resident's yard and tree roots were cut through in another resident's yard. If the tree dies what happens?

A: Typically these actions would have no detrimental effect on a tree, however, Ameren has replaced trees in the past. It was noted that sometimes tree roots can cause problems with sewer laterals but also a gas line could be through a lateral. All sewer laterals will be explored

with a camera for those residents who give permission. If residents have sewer problems they should call Ameren to look first before calling Roto Rooter to avoid damage to gas pipelines.

Q: What are the steps to patching holes in the roads? How are they layering material? It doesn't appear that enough asphalt has been used and rocks have been scattered all over including into yards.

A: First, sand is put in to one foot above the gas main, then, depending on the community's specs, flowable fill or rock is added, and finally asphalt is placed on top. If not done correctly the contractor will return and redo the work. Ameren will bring in a street broom to clean up loose rock.

Q: Badger sewer trucks have been parking on the edge of the road pavement which is causing it to fall apart.

A: There was not a specific response to this concern.

Q: Some open holes in streets and yards are not always covered. This is a safety issue.

A: Mr. Jones and Mr. Little had noticed cones in the street and driveways on their way to the meeting tonight. They drive through the Village at least 3 times a week to review the work being done. At the end of the project Ameren will do a walk-through of the Village with Village officials to document any issues that need to be resolved. The contractor will be responsible for assuring the project is done correctly up to one year after completion. The crews working in the Village are good people and residents should feel comfortable talking to them to point out any problems. They want to make residents happy.

Mr. Jones and Mr. Little were thanked for their presentation and agreed to return in August when the project was expected to be completed.

Prior to the Visitors Acknowledgement President Lopez invited Dan Higgins and Connie Cody to address the Board. They are associated with the Boy Scout troop connected to the Jerome Methodist Church, located east of the Village Civic Center. The troop will be hosting a carnival in the east parking lot of the church at 10:00 following the July 4th parade to raise money for their Boy Scout Scholarship Fund. The cost to purchase a wristband for entry to the carnival will be \$7 although people accompanying children but not participating in the activities can attend for free. Activities will include games, a bounce house, photo booth, face painting, and sno cones. Adults and Scouts will be running the carnival. Setup will be on July 3rd. If the carnival is successful they hope to continue and expand the event next year. The Troop will also participate in the parade. Advertising will be by word of mouth and Facebook. It was noted that the State Journal Register could list the event for free. The Board expressed support and appreciation for the carnival.

Visitors Acknowledgement

President Lopez opened the Visitors Acknowledgement portion of the meeting at 7:54 pm.

A resident asked when branches would be picked up. It was noted that branch pickup had begun on Monday and that the Public Works crew is removing two truckloads of branches from the Village each day. It will take them some time to cover the entire Village.

The same resident commented that the streets in the Village are a disaster with so many potholes. Residents try to keep their homes and yards looking nice but people do not want to move into the Village because of the street situation.

Another resident asked what route the July 4th parade will follow. President Lopez described the route as starting at Leonard and Reed, north to Glenn, to Filmore, to Jerome, and then north on Leonard back to the Civic Center. Starting time is 9:00. President Lopez noted that the parade began 21 years ago with Julie Duffy.

This portion of the meeting closed at 7:57 pm.

Reports from Village Departments

A. Public Health

Trustee Johnson reported the following:

- Yard complaints are being addressed although during the time when it was rainy a grace period was extended. Letters for grass height violations have since been sent.
- Requests for fire pit permits continue to come in and inspections are being conducted.
- The Public Health Ordinance updates will be brought back to the table in the near future.

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

B. Public Works

Trustee Tripp noted that because of the delay in the branch pickup, branch piles had built up. The Public Works crew is working hard to complete the pickup. Branch pickup had been delayed because one of the Public Works staff had been on medical leave and the Village does not have a second employee with a CDL license.

C. Public Property

Trustee Winchester stated he had no report.

D. Building & Zoning

Trustee Lael reported the following:

- The NAPA store is going through the final stages of inspection and will be open by July 4th. The project engineers expressed appreciation in working with Jerome and the County on this project.
- Wing Stop, the aviation-themed restaurant going into the Osaka strip mall, had submitted blueprints to the Village and County for review.
- Dirt was brought to the site of the mini-mall at 1500 Wabash although no other work has been undertaken. The Village Engineer and County inspectors will make sure the footings for the building are put in correctly.
- A two-room addition and deck are being put on a house on Jerome Avenue.
- It was discovered that a home under renovation on Homewood Avenue was not structurally sound so it will be torn down and a new home will be built.
- More fence permits are being requested.

E. Public Safety

Acting Chief Estill reported the following statistics regarding Jerome Police Department activities during the month of May 2017:

- 179 calls for service including traffic stops and traffic accidents

- 129 police reports made
- 53 traffic citations/warnings issued
- 4 traffic crashes with no injury
- 0 hit and run accidents
- 1 warrant arrest
- 124 vacation checks
- 1 report taken for burglary
- 1 report taken for burglary to a motor vehicle
- 0 home invasions
- 70 checks to Village properties
- Officers have and are being trained in the use of Narcam which is state-mandated for saving over-dose victims lives.
- New bullet-proof vests have been ordered for all officers. The vests must be replaced every 5 years.

A resident asked about cuts to the Police Department and when police coverage was being provided in the Village. Trustee Monnat responded that there is 24-hour police coverage in the Village. Since January two Jerome officers have been laid off but there are currently four full-time officers and four part-time officers. Jerome also has reciprocal agreements with near-by municipalities and Sangamon County to provide back-up when needed.

F. Water Department

Trustee Chilton stated she had no report.

G. Village Treasurer

Treasurer Roth reported the following:

- Income Tax Revenue for April of \$16,623.35 was received from the Illinois Department of Revenue. The amount for May (\$22,195.31) has not yet been received.
- Gaming Revenue for April was \$10,176.05 although this has not been received. Gaming Revenue for May has not been posted.
- Checks for the June 1st meeting warrants were mailed out right after that meeting and the Village met payroll for June 15th.
- With all obligations before paying June 15th warrants, there was \$6,167.58 in the Illinois National Bank (INB) General Revenue Funds (GRF) account. Treasurer Roth transferred \$63,300 from the Illinois Fund Account into the INB account, bringing that account up to approximately \$70,000.
- GRF obligations for the June 15th warrants was \$2,320.47.
- Checks for the June 15th warrants will be sent out following the meeting.
- Reimbursement to the GRF for work performed for the Water Department by the Public Works Department was \$880.32 for the month of May.
- Bills must be turned in by noon on June 30th for consideration at the July 6th meeting because of the July 4th holiday.
- The audit will be starting the following Thursday (June 22nd) with expectations it will be completed earlier than last year.
- A draft copy of the monthly report with changes in format will be put in Board members' boxes. Treasurer Roth asked members to get comments to him on the new format

within the next couple of weeks. A final report will be prepared after the audit is completed.

H. Village Clerk

Clerk Wheeland stated she had no report.

I. Village Attorney

Attorney Brokaw stated he had no report.

J. Village President

President Lopez reported the following:

- A memo will be put out reminding Trustees of the deadlines for submissions for the next meeting, which will be affected by the July 4th holiday. He reminded Trustees that each Trustee is responsible for processing warrants pertaining to their department.
- Fifteen entries have been received for the July 4th parade, however, in past years many have come in at the last minute. President Lopez requested help from the Trustees with the July 4th event. ShopNSave is working up a price on hot dogs and buns, chips will be donated, and Trustee Lael is in charge of drinks. The Village has received a \$50 donation from a resident. Some of the older plastic flags have deteriorated over time so cloth flags will be placed along the parade route.
- Other communities in the area have earlier Board meeting times and President Lopez will propose moving the meetings to 6:00 pm when the 2018 meeting schedule is under consideration.
- President Lopez asked Trustees Winchester and Tripp to meet before the next meeting to discuss 2017 road projects for discussion on July 6th. The state budget situation could impact the availability of funding, however.
- President Lopez apologized for the delayed branch pickup.
- After the Village-wide garage sale items for discard were placed at the curb in front of about 30 homes. President Lopez suggested that next year the large item pickup could be scheduled after the garage sale to address this issue.

Old Business

A. Discussion and Approval of Ordinance 18-01 FY 2018 Appropriations Ordinance

Attorney Brokaw noted that the final numbers in the Appropriations Ordinance were the same as discussed at the previous meeting and were based on the FY 2018 Budget approved by the Board. The Ordinance will be filed with the County Clerk.

A motion was made by Trustee Monnat to approve Ordinance 18-01 for the FY 2018 Appropriations. Trustee Johnson seconded the motion.

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

The motion carried.

B. Discussion and Approval of Website Operation

This item was tabled until the July 7th meeting.

New Business

A. Discussion and Approval of Resolution 18-03 Authorizing Village President to Sign a Contract for Water Testing Services in the Village

Trustee Chilton noted that there were two contracts for conducting water services in the Village. The first is the standard contract for the service at \$250 per month. This amount has not changed in years. The second contract is required by EPA.

A motion was made by Trustee Chilton to approve Resolution 18-03 authorizing the President to sign a contract with Joe Gragg for water testing services in Jerome. The motion was seconded by Trustee Tripp.

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

The motion carried.

B. Discussion and Approval of Ordinance 18-03 Ascertaining the Prevailing Rate of Wages for Workers in Any Public Works in the Village

Attorney Brokaw stated that by statute all municipalities must adopt an ordinance ascertaining the prevailing rate of wages annually. He added that the ordinance presented to the Board was based on a model ordinance from the Department of Labor. An appendix with the rate schedule, dated June 5, 2017, was attached to the ordinance. A notice must be published and the ordinance filed with the Department of Labor.

A motion was made by Trustee Chilton to approve Ordinance 18-03 ascertaining the prevailing rate of wages for workers in any Public Works in the Village. The motion was seconded by Trustee Monnat.

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

Nays: Trustee Winchester

Trustee Winchester explained that he was opposed to the prevailing wage being forced on municipalities and it should be up to the municipality to determine what an appropriate trade rate should be.

The motion carried.

C. Discussion and Approval of Authorizing Village President and Clerk to Execute Intergovernmental Agreement with State of Illinois for Employee Health Insurance

Attorney Brokaw explained that the State of Illinois offers an employee health insurance plan to local governing bodies through the Department of Central Management Services. Clerk Wheeland noted that the rate per employee has increased by \$25 per month over last year. All other parts of the agreement remain the same.

A motion was made by Trustee Lael to authorize the Village President and Village Clerk to sign the Intergovernmental Agreement for employee health insurance with the State of Illinois. The motion was seconded by Trustee Chilton.

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

The motion carried.

Executive Session

A motion was made by Trustee Monnat 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 8:31 pm.

The Board returned from Executive Session at 9:15 pm.

Adjournment

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

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

The motion carried and the meeting adjourned at 9:16 pm.

Linda Wheeland
Linda Wheeland, Village Clerk

July 6, 2017
Dated