

**MINUTES
VILLAGE OF JEROME BOARD OF TRUSTEES
2901 LEONARD STREET, JEROME CIVIC CENTER
REGULAR BOARD MEETING**

March 7, 2019

6:30 PM

Call to Order

President Lopez called the March 7, 2019 meeting of the Village of Jerome Board of Trustees to order at 6:30 pm.

Pledge of Allegiance

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

Roll Call

Present:

President Mike Lopez

Trustees Kathy DeHart, Brian Hendricks, Leigh Irons, Dale Lael, Jake Tripp

Clerk Linda Wheeland

Treasurer Steve Roth

Attorney Jason Brokaw

President Lopez asked for a moment of silence in honor of the Godfrey firefighter recently killed fighting a fire and the police officer killed on duty in Winnebago County. He directed the flag to be lowered to half-mast until Monday.

Approval of Minutes

February 21, 2019 Regular Meeting Minutes

A motion was made by Trustee Irons to approve the Minutes of the February 21, 2019 Regular Meeting of the Board of Trustees. The motion was seconded by Trustee Hendricks.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee Hendricks, Trustee Tripp, Trustee Irons

The motion carried.

February 7, 2019 Executive Session Minutes

A motion was made by Trustee Irons to approve the Minutes of the February 7, 2019 Executive Session of the Board of Trustees. The motion was seconded by Trustee DeHart.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee Hendricks, Trustee Tripp, Trustee Irons

The motion carried.

Approval of Warrant List 19-21

Treasurer Roth noted that Warrant List 19-21 dated March 7, 2019 totaled \$13,586.67. Treasurer Roth added that of this amount \$2,434.57 will be paid from the Water Fund and the remaining \$11,152.10 will be paid from the General Revenue Fund.

A motion was made by Trustee Lael to approve Warrant List 19-21 dated March 7, 2019 for a total of \$13,586.67. The motion was seconded by Trustee DeHart.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee Hendricks, Trustee Tripp, Trustee Irons

The motion carried.

Visitors Acknowledgement

President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:34 pm.

Jackie Bordewick asked for clarification on the ordinance passed at the last meeting adding stop signs in the Village. Attorney Brokaw explained that no new signs were being added. The ordinance was just being brought up-to-date to include all stop signs currently in the Village.

Joe Utterback from the family-owned business, Penny Lane Gifts, presented planned improvements to the store including repairs to a leaking roof, demolition of the north side of the building to provide more parking, and extension of the building to the rear. To finance these improvements, the owners would like to obtain a liquor license and offer video gaming. They currently employ 25 people and are open Monday – Saturday from 10:00 a.m. to 9:00 p.m. and on Sunday from 11:00 a.m. to 6:00 p.m. President Lopez suggested a liquor license application be submitted to the Village Clerk for the Board to review in consideration of adding a liquor license to the Village Ordinance.

This portion of the meeting closed at 6:44 pm.

Reports from Village Departments

A. Public Health

Trustee Irons stated she had no report.

B. Public Works

Trustee Tripp reported the following:

- The Public Works staff is reviewing options to fix potholes in the Village.
- Snowplowing was done over the past weekend for safety reasons.
- The Village received eight to nine tons of salt from the City of Springfield.

President Lopez mentioned that the varying weather over this winter with snow and ice and temperature fluctuations have caused major damage to roads in Central Illinois.

Public Works Supervisor Dave Wilken stated that the sinkhole on Iles Avenue was fixed by the homeowner.

C. Public Property

Trustee DeHart reported the following:

- She and Dave Wilken met with Treasurer Roth and Clerk Wheeland on the FY 2020 Public Property budget.
- The last termite inspection by Terminix was conducted in January. Dave will be taking over pest control, which will save the Village money.
- The \$620 check for the returned lights should be arriving any day.
- She is waiting for a quote from the sign company on replacing Village signs.

D. Building & Zoning

Trustee Lael reported the following:

- Link Media Outdoor has purchased the assets of Key Outdoor, which include billboards in Jerome. He informed Shelley Iliff, of Link Media Outdoor, that there is an annual fee for billboards in the Village.
- The water was turned on at Oh Icee yesterday.

E. Public Safety

President Lopez reported the following:

- He and Chief Estill met with Treasurer Roth and Clerk Wheeland on the Police budget. They will be meeting again over the next couple of weeks.
- Cars that are left unlocked in the Village have been rifled through.
- Last week a truck was stolen in the Village. The keys were left under the driver's floor mat.
- A confession was obtained related to a robbery at a business in Jerome.
- Recently a pedestrian crossing Wabash Avenue to get to a bus stop was hit by a car.

F. Water Department

Trustee Hendricks stated he had no report.

G. Village Treasurer

Treasurer Roth reported the following:

- No revenues have yet been received for the month.
- Checks for the February 21st warrants were mailed out right after that meeting. Payroll was met for February 28th. Checks will be mailed out following this meeting.
- The balances of various accounts are approximately as follows:
 - Illinois Funds General Revenue Account - \$201,848
 - Motor Fuel Tax Fund - \$35,745
 - INB General Revenue Account -\$58,917
 - INB Water Account - \$392,873
- He and Clerk Wheeland met with President Lopez, Trustee Tripp, Trustee DeHart, and Trustee Hendricks on their respective FY 2020 budgets. All are finalized except the Police budget. Trustee Irons will be submitting the Public Health budget and Trustee Lael's budget for Building and Zoning had one line item adjusted. Treasurer Roth will be sending out the draft budgets next week. The FY 2020 Budget will be presented for approval at the first meeting in April.

H. Village Clerk

Clerk Wheeland reported the following:

- The Spring Bulletin was picked up from Capitol Blueprint yesterday. However the mail merge had not been done even though the cost was included in the charges. Capitol Blueprint subsequently printed the addresses on labels and removed the \$4.65 mail merge charge from the bill. Debbie Denk helped put labels on the bulletins and they will be delivered to the post office tomorrow.

I. Village Attorney

Attorney Brokaw reported the following:

- A while back notices were sent to the owners of properties in the Village with nuisance greenery that the Village had paid a contractor to clean up. One response was received with a check covering the costs associated with the clean-up. Liens have been filed against the other properties. This spring a notice will be placed in the newspaper regarding these properties which will allow clean-up to be done and fines to be assessed if more violations occur.

J. Village President

President Lopez reported the following:

- He will be meeting with the Greater Springfield Area Chamber of Commerce next week to discuss promoting Jerome and particularly the vacant Shop 'n Save property.
- The loss of Shop 'n Save has had a dramatic impact on the Village with a projected \$120,000 annual loss in sales tax revenue. Adjustments and cuts are being made to the budget. These are discussed in the Spring Bulletin.
- He thanked the City of Springfield for helping out by providing salt to the Village.
- The West Grand Court project is being reviewed by the Village engineers.
- He and Trustee Tripp met with Mike Murphy and Tim Butler to discuss the inclusion of the Iles Avenue project in the Capital Bill. There is fierce competition throughout the State for this funding.
- CWLP and the Springfield Fire Department have discovered that several tornado sirens are not working throughout the area. The City is trying to address the repairs needed. In really cold temperatures problems occur in testing the sirens.

Old Business

A. Discussion of Changing Weight Limits for Waste Disposal Vehicles

This item was tabled.

B. Discussion and Approval of Awarding Contract for Installation of Smart Water Meters along Wabash Avenue

Dave Wilken stated that he met with Justin Conaway from Midwest Meter Inc. to clarify the proposal previously submitted. Mr. Wilken distributed an updated packet to the Board and explained that four proposals were included as follows:

Proposal 1 includes -

- 15 meters for businesses along Wabash Avenue
- Badger Starter Kit with data from the meters accessed through the Cloud
- Village staff would have to install the meters

- Endpoint subscription per meter would be \$3.00
- Online training
- Total cost – \$7,405

Proposal 2 includes –

- Same as proposal 1 with an additional 25 meters
- Total cost - \$14,280
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Proposal 3 includes –

- 15 meters for businesses on Wabash Avenue
- 325 additional meters to replace half the other meters in the Village
- Badger Beacon Engagement fee
- Two days of on-site training
- Will interface with our LOCIS software
- Endpoint subscription per meter would be \$0.89
- Would be enough meters to hire a contractor to do the installation
- Total cost - \$100,780

Proposal 4 includes –

- Same as proposal 3 except all meters in the Village would be replaced
- Total cost - \$190,155

Mr. Wilken noted that the cost to hire a contractor to install the meters would be around \$22,000 for half the Village or \$44,000 for the entire Village.

President Lopez said he would contact the Village of New Berlin to get feedback on their experience using this system.

C. Discussion and Approval of Purchase of LOCIS Online Water Payment Module

There were still several questions about the online water payment module and Trustee Hendricks will contact LOCIS for answers.

New Business

A. Discussion and Approval of Purchase of Patch Box and Trailer

This item was tabled.

Executive Session

A motion was made by Trustee Irons 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)); collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees (5 ILCS 120/2(c)(2)); and minutes of meetings lawfully closed under the Open Meetings Act for purposes of approval by the Body (5 ILCS 120/2(c)(21)). Trustee Hendricks seconded the motion.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee Hendricks, Trustee Tripp, Trustee Irons

The motion carried.

The Board went into Executive Session at 7:49 pm.

The Board returned from Executive Session at 8:26 pm.

Clerk Wheeland called the roll.

Present:

President Mike Lopez

Trustees Kathy DeHart, Brian Hendricks, Leigh Irons, Dale Lael, Jake Tripp

Clerk Linda Wheeland

Treasurer Roth

Attorney Jason Brokaw

Treasurer Roth stated that he had warned the Board as spending was occurring that there was not enough in Appropriations. It now appears that spending in the General Revenue Fund will overrun Appropriations by about \$34,500. A supplemental appropriation will need to be passed at the next meeting. It also appears that spending will exceed revenues in FY 2019 by \$65,000. The Board needs to watch spending. There is not an issue with the Water Fund.

Adjournment

A motion was made by Trustee Hendricks to adjourn the meeting. The motion was seconded by Trustee Irons.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee Hendricks, Trustee Tripp, Trustee Irons

The motion carried and the meeting adjourned at 8:33 pm.

Linda Wheeland
Linda Wheeland, Village Clerk

March 21, 2019
Dated