

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

April 4, 2019

6:30 PM

Call to Order

President Lopez called the April 4, 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.

President Lopez asked for a moment of silence for the State troopers who were recently struck by vehicles while on duty. The Village's flag will be at half-mast through tomorrow.

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

Approval of Minutes

March 21, 2019 Regular Meeting Minutes

A motion was made by Trustee Irons to approve the Minutes of the March 21, 2019 Regular Meeting 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.

March 7, 2019 Executive Session Minutes

A motion was made by Trustee Irons to approve the Minutes of the March 7, 2019 Executive Session 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.

Approval of Warrant List 19-23

President Lopez noted that Warrant List 19-23 dated April 4, 2019 totaled \$34,134.08. Treasurer Roth added that of this amount \$6,002.40 will be paid from the General Revenue Fund, \$9,934.68 will be paid from the Water Fund, \$8,000 will be paid from the Road and Bridge Fund, and \$10,197.00 will be paid from the Motor Fuel Tax Fund.

A motion was made by Trustee Hendricks to approve Warrant List 19-23 dated April 4, 2019 for a total of \$34,134.08. 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 6:36 pm.

Margaret Herr asked which streets would be rehabbed this summer. President Lopez stated that the Board is looking to reconstruct West Grand Court and has approached the State regarding funding for the reconstruction of Iles Avenue through the proposed capital bill. Trustee Tripp pointed out that the Village is purchasing a dura-patch machine that will be used to fix potholes throughout Jerome.

Ms. Herr suggested a Village Christmas Party be held this year with the horse and wagon as in previous years. President Lopez explained that inclement weather had forced the cancellation of the party for a few years. Trustee Lael stated that it also kept getting harder to find volunteers for the party. President Lopez noted that an ice cream social for Village residents would be held in August by the Jerome Methodist Church. Trustee DeHart said that the Library would be open during that event. She also noted that Ms. Herr is a Library volunteer with lots of ideas.

Ms. Herr suggested that chickens be allowed in the Village. The City of Springfield allows chickens, although prohibits roosters. President Lopez stated the Board would take this suggestion under advisement.

Steve Buckman thanked the police for taking care of the noise problem he had mentioned at the last Board meeting.

Jose Lopez stated his concerns with traffic coming off of Wabash Avenue at Thayer Street where he lives. He would like to see a sign installed to slow down traffic.

This portion of the meeting closed at 6:46 pm.

Reports from Village Departments

A. Public Health

Trustee Irons reported the following:

- She received several fire permit applications.

- She received complaints on Iles Avenue properties.
- Some yard waste bags are out without stickers.

President Lopez noted that yard waste bags with Waste Management stickers have not been picked up because in April Springfield provides free leaf pickup and for some reason Waste Management thinks Jerome residents are in Springfield, He will contact Waste Management about the situation.

B. Public Works

Trustee Tripp reported the following:

- Limb pickup started Monday with all branches needing to be at the curb by 7:00 a.m. Public Works staff documented all limb piles that were out by that time and did not pick up any limbs put out later. Eleven residents put out limbs late, three piles included limbs with a bigger diameter than allowed, and three piles were oversized requiring payment from the residents before pick-up. The rules for limb pickup were posted on the Village website, were included in the Spring Bulletin, and were posted on the bulletin board at the Civic Center. With only two Public Works employees, their time needed to be used efficiently. All streets except Iles have been picked up.
- There are lots of potholes that need repair. We can't get oil for the dura-patch machine until mid-April and the bed of the truck needs to be modified for the materials. Public Works staff expect to get started on patching the week of April 22nd. The new machine will provide a permanent fix.
- Dave Wilken will be attending training for pesticide use next week.

President Lopez reported that he is talking with the City of Springfield about having the trees trimmed along the utility line on Chatham Road.

Kevin Kuhn, Village Engineer, presented plans for the reconstruction of West Grand Court. He verified that the natural flow of water is north into the storm sewer on Fillmore Street to Glenn Avenue, then north on Owens Lane and across Iles Avenue. Relocating the water line that runs south on Fillmore to the west side of the street to change the drainage from West Grand Court would cost \$53,000.

Trustee Tripp stated that Dave Wilken is concerned that the driveway culverts on Fillmore are too small for the anticipated water flow. Mr. Kuhn said that it would still be cheaper to redo the culverts than move the water line. This is the way the water flows now. Ditches would also need to be re-graded.

Trustees Lael and DeHart expressed concern about the amount of water that would be moving north and asked for more details. President Lopez asked them to get their questions to Mr. Kuhn before the next meeting.

Mr. Kuhn explained that both projects (one following the current water flow and the other re-routing drainage to the south) could be bid and the Village could decide which way to go after the bids were reviewed.

C. Public Property

Trustee DeHart reported the following:

- Work on the paperback room at the Library is nearly complete.
- Dottie has volunteered to work at the Library so it can be open again on Saturdays.

D. Building & Zoning

Trustee Lael reported the following:

- Oh Icee is trying to get work done for final inspections. They are close to opening.
- Pizza Hut is coming to the west end of the Jerome Mini-Mall. Blueprints were submitted to the County but not to the Village.
- The Marathon gas station has been purchased so is no longer a FasMart. The FasMart discount card is no longer good there.

President Lopez said that the new owner plans to update the interior and will run a grand opening promotion that may require traffic control.

- The property owner has reported that the business interested in the former AT&T building has not followed through; however, other businesses are interested in the location.

E. Public Safety

President Lopez reported the following:

- Chief Estill has stated that there have been no recent incidents in the Village and the officers are doing routine patrols.
- The Jerome Police Department is working with Springfield on safety awareness.
- The Chief was at the Old State Capitol to sign the Affirmation of Shared Principles with the NAACP.

F. Water Department

Trustee Hendricks reported the following:

- He is working with the Water Clerk to resolve 35 delinquent closed accounts and issues with six other accounts.

G. Village Treasurer

Treasurer Roth reported the following:

- No revenues have yet been received for the month.
- Checks for the March 21st warrants were mailed out right after that meeting. Payroll was met for March 28th. Checks will be mailed out following this meeting.
- The balances of various accounts are approximately as follows:
 - Illinois Funds General Revenue Account - \$214,862
 - Motor Fuel Tax Fund - \$29,000
 - INB General Revenue Account -\$55,742
 - INB Water Account - \$374,608
 - 1% Account - \$298,842
- We were just notified that our IMRF rate is going up to 20% in 2020 due to the rate of return being adjusted to reflect a decrease.

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:

- He commended all residents who ran for office and introduced Christina Smith and Ralph Irons who will become trustees in May.
- There is no news on the Shop 'n Save building.
- There is activity at the Jerome Mini-Mall.
- Brahler's was sold and is now a Valvoline shop.
- He thanked residents for their attendance and said that we will all work together on the Village. We are unique – a family-friendly community where we have good relationships with our neighbors.

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

Trustee Hendricks said that since the Board had decided to replace water meters throughout the Village there were two decisions to be made – 1. Would the project be financed over time or paid for up front? 2. Who would do the installation?

President Lopez stated that although there is money in the Water Fund at this time, purchase of the smart water meters should be financed over a five-year period to preserve the Water Fund reserves in case an emergency arises. He asked Trustee Hendricks to get a contract from Midwest Meters for the smart meters to Attorney Brokaw for review by the middle of next week. He would like Board members to have at least five days to review the contract before the April 18th Board meeting. He also asked Trustee Hendricks to get with Treasurer Roth on the financing and to ask Justin Conaway from Midwest Meters to attend the next meeting.

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

Trustee Hendricks stated he needed to talk to one more person before providing a final report to the Board on purchasing the LOCIS Online Water Payment Module.

D. Discussion and Approval of FY 2020 Budget

This item was discussed after the Board returned from Executive Session.

E. Approval of MFT Resolution 19-12 Based Upon Approval of West Grand Court Project at March 21, 2019 Meeting

Jackie Bordewick questioned what money was being used for the West Grand Court project. Trustee Tripp explained that Motor Fuel Tax and 1% Tax money would pay for the project.

A motion was made by Trustee Tripp to approve MFT Resolution 19-12. The motion was seconded by Trustee Hendricks.

Roll Call Vote:

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

The motion carried.

New Business

A. Discussion and Approval of Ordinance 19-23 Changing the Number of Liquor Licenses in the Village of Jerome

Joe Utterback and Anthony Utterback, owners of Penny Lane Gifts, stated that their hours of operation are 10:00 a.m. to 9:00 p.m. Monday through Saturday and 11:00 a.m. to 6:00 p.m. on Friday. Liquor sales would occur during these times. They plan to update/remodel the building and add parking. President Lopez pointed out the business employs 25 people, part-time and full-time, and provides sales tax income to the Village.

A motion was made by Trustee Lael to approve Ordinance 19-23 changing the number of liquor licenses in the Village of Jerome. The motion was seconded by Trustee Hendricks.

Roll Call Vote:

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

The motion carried.

B. Discussion of Installing a Children Playing Sign on Thayer Avenue

Trustee DeHart explained that she had met with Jose Lopez who lives at the south end of Thayer Street and is concerned about the speed of traffic entering the frontage road from Wabash Avenue, particularly since he has a young grandson. He had previously talked to the Board about putting a Children Playing sign along Thayer. Trustee DeHart provided pictures of the intersection, which includes Wabash Avenue (owned by the State), the frontage road (owned by the City of Springfield), and Thayer Street (owned by Jerome).

Attorney Brokaw explained that seven years ago the Illinois Department of Transportation (IDOT) advised all jurisdictions not to put in Children Playing signs because they cause confusion for motorists, encourage children to play in the road, and have no effect. IDOT will not back-up the signs and they do not meet the Manual on Uniform Traffic Control Devices. He suggested extra police patrols here for a while or installing a pole-mounted sign that flashes a motorist's speed.

Jose Lopez asked if rumble strips could be installed to slow down traffic coming from Wabash Avenue. President Mike Lopez (no relation) asked Trustee Tripp to have Dave Wilken check on the cost of a rumble strip.

Attorney Brokaw noted the complication of coming up with a solution because three jurisdictions are involved. Both he and Mr. Kuhn said it would be best to take down any Children Playing signs already in the Village since they don't meet reflectivity standards for traffic regulatory signs.

Mr. Kuhn said he would contact the City of Springfield to work out a solution to the situation on Thayer Street.

C. Appointment of Trustee to Vacant Seat

A motion was made by Trustee Hendricks to approve the appointment of Christina Smith as trustee until the first Board meeting in May. The motion was seconded by Trustee DeHart.

Roll Call Vote:

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

The motion carried.

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

Present: Trustee Smith

The motion carried.

The Board went into Executive Session at 7:52 pm.

The Board returned from Executive Session at 8:56 pm.

Clerk Wheeland called the roll.

Present:

President Mike Lopez

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

Clerk Linda Wheeland

Treasurer Roth

Attorney Jason Brokaw

Treasurer Roth went over several points regarding the proposed FY 2020 budget. He noted that cuts were made to all departments in the budget. There is currently about \$30,000 in the Motor Fuel Tax Fund and we receive about \$3,600 per month. The MFT funds can be spent before they are received during a year; however, he suggested spending should stay close to what is in the bank. He also said that if all the money in the 1% fund is spent for road projects now, there will be a limited amount available in that fund in 2020. He noted the proposed Water budget includes buying the smart water meters outright so it will need to be revised to reflect the purchase by financing if that is the way the Board would like to go. It was the consensus of the Board to finance the purchase over five years.

Treasurer Roth explained that after the Board passes the budget an appropriations ordinance will be approved to provide spending authority in the first quarter of the fiscal year. Right now there is \$200,000 in the General Revenue Fund reserve for emergencies. A recent Worker's Comp Insurance audit identified an additional \$5,600 in Street Department payroll and \$36,000 in Police Department payroll last year over the estimated payroll when the policy was issued. We will be getting a \$3,200 insurance premium bill to cover the difference.

Treasurer Roth noted that the proposed FY 2020 Budget estimates \$678,377 in General Revenue Fund expenditures and \$615,458 in General Revenue Fund revenues, indicating \$62,000 more in anticipated expenses than anticipated revenues. He encouraged Board members to spend less than their budget in FY 2020 to make up the difference.

There was some discussion on the smart water meter project. Board members will distribute flyers to residents explaining the project. Some issues will need to be worked out beforehand including how to charge residents if a leak is detected on their side of the water meter.

President Lopez asked Trustee Hendricks to get the water meter contract to Attorney Brokaw next week and all Board members to get any budget changes to Treasurer Roth by next Monday.

Adjournment

A motion was made by Trustee Lael to adjourn the meeting. The motion was seconded by Trustee Smith.

Roll Call Vote:

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

The motion carried and the meeting adjourned at 9:24 pm.

Linda Wheeland
Linda Wheeland, Village Clerk

April 18, 2019
Dated