

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

**May 16, 2019**

**6:30 PM**

**Call to Order**

President Lopez called the May 16, 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, Leigh Irons, Ralph Irons, Dale Lael, Christina Smith, Jake Tripp

Clerk Linda Wheeland

Attorney Jason Brokaw

Treasurer Roth was not in attendance at the start of the meeting but arrived later.

**Approval of Minutes**

**May 2, 2019 Regular Meeting Minutes**

A motion was made by Trustee L. Irons to approve the Minutes of the May 2, 2019 Regular Meeting of the Board of Trustees. The motion was seconded by Trustee DeHart.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried.

**Approval of Warrant List 20-02**

President Lopez noted that Warrant List 20-02 dated May 16, 2019 totaled \$57,182.47. He added that of this amount \$21,446.66 will be paid from the General Revenue Fund and \$35,735.81 will be paid from the Water Fund.

Trustee L. Irons questioned the \$826 bill for Durapatcher parts. Trustee Tripp explained that the cost was higher than expected.

A motion was made by Trustee DeHart to approve Warrant List 20-02 dated May 16, 2019 for a total of \$57,182.47. The motion was seconded by Trustee L. Irons.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried.

### **Visitors Acknowledgement**

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

Resident Jim Dixon expressed frustration over the slow progress being made with patching holes in Village streets. He noted there are many holes throughout the Village, particularly along Iles Avenue, with a deep hole at Iles and MacArthur. Cars are being damaged, property values will decrease if roads are not fixed, and a toll will be taken on Jerome's police vehicles. He suggested using cold patch to repair potholes rather than the slower process of using the Durapatcher. He would like to see substantial progress made before the next Board meeting.

Trustee Tripp stated that he appreciated Mr. Dixon's comments and explained that this was a bad year for roads throughout the area. Recent rains have slowed road repair work and the two Village Public Works employees are working hard to repair the streets. Fixing the roads is a Village priority and the process being used will provide a permanent solution so the potholes will not return year after year. He asked for patience.

Public Works Supervisor Dave Wilken noted that the bridge on Iles Avenue at Chatham Road has been repaired along with the Iles intersections at Leonard Street and Fillmore Street. The staff is working their way east along Iles Avenue. The weather has been an issue.

Trustee Lael said that IDOT is also using a Durapatcher to repair interstate highways. Roads in the City of Springfield are also in need of repair. He noted that the section on Iles Avenue at MacArthur Boulevard cited by Mr. Dixon is actually in the City of Springfield.

Resident Jackie Bordewick stated that when the Village was considering the purchase of the Durapatcher it was noted that Woodside Township did not want the machine.

Trustee Lael explained that the staff at Woodside Township did not know how to use the machine.

Trustee Tripp said that the Public Works staff is doing an excellent job and is not given enough credit by the residents.

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

### **Reports from Village Departments**

#### **A. Public Health**

Trustee L. Irons reported the following:

- Several fire permit applications were submitted. When conducting a fire pit inspection at one residence she noticed someone burning trash nearby and informed them it was not allowed in Jerome.

- She will be contacting landlords on Iles Avenue regarding public health violations and graffiti.
- She will be sending letters to property owners with branch piles.

#### **B. Public Works**

Trustee Tripp stated he had no report.

#### **C. Public Property**

Trustee DeHart reported the following:

- Two new volunteers will be working at the Library on Thursdays from 6:00 pm to 8:00 pm.

#### **D. Building & Zoning**

Trustee Lael reported the following:

- Plans for the take-out Pizza Hut at the Jerome Mini-Mall have been approved. The Pizza Hut on Chatham Road will be closing.
- The new Hunan Chinese Restaurant building is getting a whole new appearance on the outside. The County will be inspecting the anchoring of the façade. The inside of the building is looking good.
- Food Fantasies will be doubling in size with a 40' x 95' addition.
- The owners of the former AT&T garage are working to find a renter.
- There is no news on the progress of the new Mexican restaurant.
- Several fence permits have been requested.

#### **E. Public Safety**

Trustee Smith reported the following:

- She met with Chief Estill to review scheduling and budgeting.
- They are looking at the possibility of purchasing body cams. Chief Estill added that the officers are in favor of the body cams and he is looking for donations to purchase them.
- She is researching grants or stipends from the Department of Justice.

President Lopez referred Trustee Smith to the Illinois Municipal League for information on available grants.

Chief Estill provided the following statistics for the time frame of April 16<sup>th</sup> – May 15<sup>th</sup>:

- 151 calls for service including traffic stops and traffic accidents
- 14 traffic citations/written warnings issued
- 1 suspicious person
- 4 suspicious autos
- 5 suspicious circumstances
- 5 criminal trespasses to a vehicle
- 1 burglary to a vehicle
- 3 medical emergencies
- 2 simple batteries/aggravated batteries
- 4 assistances rendered for a civil matter
- 1 removal of subject

- 8 disturbances
- 17 burglar alarms (many of these were false alarms)
- 3 loud music complaints
- 1 animal cruelty
- 5 accident reports
- 3 dog problems

Chief Estill also reported:

- A two-year old child was reported missing in the 1600 block of Jerome Avenue. A neighbor immediately called 9-1-1. Several police units arrived and along with neighbors and several lawn crews searched the area. After 20 minutes the child was found hiding in the house. The parents thanked all the neighbors, lawn crews, and police departments for their quick response.
- Car burglars returned on Friday night, May 3<sup>rd</sup> when five criminal trespass to vehicle reports and one burglary to a motor vehicle report were filed in the 1200 and 1300 blocks of Iles Avenue, 1300 block of Glenn Avenue, 2700 block of Leonard Street, and 1600 block of Reed Avenue. Overall the burglars took five dollars.

With the number of false burglar alarm calls, particularly from one business, a fine for false alarms will be explored.

#### **F. Water Department**

Trustee R. Irons reported the following:

- He is reviewing the Water Department budget.
- He met with the Public Works staff.
- He reviewed the water meter purchase contract.

#### **G. Village Treasurer**

(The Treasurer's report was given after Treasurer Roth arrived later in the meeting.)

Treasurer Roth reported the following:

- We have received Sales tax, 1% tax, Personal Property Replacement Tax, Income Tax, Use Tax, and Telecom revenues for May.
- Sales tax revenue is down about \$9,000 and 1% tax is down about \$2,000 from May of last year. All other tax revenues have risen slightly.
- We have not received gaming revenue figures for April.
- Checks for the May 2<sup>nd</sup> warrants were mailed out right after that meeting. Payroll was met for May 15<sup>th</sup>. Checks will be mailed out following this meeting.
- The balances of various accounts are approximately as follows:
  - Illinois Funds General Revenue Account - \$277,725
  - Motor Fuel Tax Fund - \$29,163
  - INB General Revenue Account - \$67,960
  - INB Water Account - \$369,348
  - 1% Account - \$313,173
- The FY 19 audit will begin on June 10<sup>th</sup> and last a couple of days. A draft audit will be available at the end of July or beginning of August for review with a final document prepared for approval in August.

- The check processing machine was installed although there is a problem with the software which should be corrected soon. The machine can produce reports currently being prepared by the Water Clerk and the Secretary. The bank will send a reminder to destroy checks after 60 days. The bank will maintain the check images for two years.
- The cost of the one branch pick up this year exceeded the amount in the budget.

#### **H. Village Clerk**

Clerk Wheeland stated she had no report.

#### **I. Village Attorney**

Attorney Brokaw reported the following:

- The appropriations for FY 20 total \$1,754,204 including general revenue funds, water & sewer funds, and all special funds. The appropriations ordinance will be on the agenda of the next Board meeting.

#### **J. Village President**

President Lopez reported the following:

- A memo will be distributed requiring any purchase over \$50 to be approved by the responsible trustee prior to purchase. An unapproved purchase must be returned for a refund. There has been no news on the Shop 'n Save building and this means tight constraints must be maintained on the budget.
- Checks will be processed and mailed after this meeting. The Board will need to review the budget in June to stay on top of the financial situation.
- He will be soliciting donations from Jerome businesses for the July 4<sup>th</sup> celebration. The Jerome Methodist Church will be having an event in their parking lot that morning again this year.
- In August the Jerome Methodist Church will sponsor an ice cream social for Village residents.

### **Old Business**

#### **A. Discussion and Approval of Ordinance 20-03 Ratifying an Agreement for the Purchase of Water Meters**

Attorney Brokaw explained that an initial ordinance was passed by the Board to allow final figures and paperwork to be put together for purchase of smart water meters. This ordinance corrects the legal arrangement and allows the purchase to move forward.

Trustee Tripp asked about the number of water meters that would be purchased. The ordinance indicates 650.

Dave Wilken stated there are 634 meters currently in the Village.

A motion was made by Trustee Tripp to approve Ordinance 20-03 ratifying an agreement for the purchase of water meters with the condition that the number of meters will not exceed that specified. The motion was seconded by Trustee R. Irons.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried.

Treasurer Roth entered the meeting at this time.

## **New Business**

### **A. Discussion and Approval of Peddlers License for Smart Home Pros**

Derrick Brown from Smart Home Pros explained that the company was interested in soliciting sales of their smart home products door-to-door in Jerome. Their products include security systems, medical alert buttons, fire alarms, thermostats, and surveillance cameras. The salesperson would help the customer build an equipment package that could be financed. They charge a \$25-90 monthly service fee. Salespeople drive their personal vehicles.

Chief Estill noted that he had stopped a Smart Home Pros salesperson for soliciting in the Village. Mr. Brown said they had a permit to solicit in Springfield and were unaware of the municipal boundaries until informed by Chief Estill.

Board members expressed their thoughts on the request.

A motion was made by Trustee Lael to deny a peddler's license for Smart Home Pros. The motion was seconded by Trustee L. Irons.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee L. Irons

No: Trustee Smith

Present: Trustee Tripp

The motion carried.

Mr. Brown stated that the Smart Home Pros corporate attorney would be contacting the Village about denial of the permit.

### **B. Discussion and Approval of Resolution 20-01 Authorizing the Allocation of Certain Tax Revenues to Expenditures Related to the Streets of the Village of Jerome, Illinois**

Attorney Brokaw explained that this ordinance allocates 100% of the FY 20 1% non-home rule sales tax revenues to roads.

A motion was made by Trustee L. Irons to approve Resolution 20-01 authorizing the allocation of certain tax revenues to expenditures related to the streets of the Village of Jerome, Illinois. The motion was seconded by Trustee DeHart.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried.

**C. Discussion and Approval of Resolution 20-02 Authorizing Intergovernmental Agreement with CMS for Participation in Local Government Health Plan**

Attorney Brokaw explained that the Village provides employee health insurance through participation in the Local Government Health Plan provided by the Illinois Department of Central Management Services. The State is able to negotiate better premium prices for the pool of local governments. Each year the Village enters into an intergovernmental agreement with the State to participate in this program.

A motion was made by Trustee L. Irons to approve Resolution 20-02 authorizing an intergovernmental agreement with CMS for participation in the Local Government Health Plan. The motion was seconded by Trustee Smith.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried.

**D. Discussion and Approval of Resolution 20-03 Authorizing the President to Sign a Contract with Joe Gragg for Water Testing Services in Jerome**

Trustee Tripp stated that Mr. Gragg has been providing water testing services in Jerome for a long time at a reasonable cost.

Attorney Brokaw noted this service is required by the Illinois Environmental Protection Agency.

Trustee R. Irons reiterated that \$250 a month is a reasonable rate.

A motion was made by Trustee Lael to approve Resolution 20-03 authorizing the President to sign a contract with Joe Gragg for water testing services in Jerome. The motion was seconded by Trustee R. Irons.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried.

**Executive Session**

A motion was made by Trustee L. 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 Lael seconded the motion.

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried.

The Board went into Executive Session at 7:36 pm.

The Board returned from Executive Session at 9:20 pm.

Clerk Wheeland called the roll.

Present:

President Mike Lopez

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

Clerk Linda Wheeland

Attorney Jason Brokaw

#### **Adjournment**

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

Roll Call Vote:

Ayes: Trustee Lael, Trustee DeHart, Trustee R. Irons, Trustee Tripp, Trustee Smith, Trustee L. Irons

The motion carried and the meeting adjourned at 9:20 pm.

Linda Wheeland  
Linda Wheeland, Village Clerk

June 16, 2019  
Dated