

Minutes of the Regular Board Meeting of the
Village of Jerome Board

CALL TO ORDER: The President and the Board of Trustees held the regular scheduled meeting on Thursday, November 4, 2021 at the Jerome Civic Center, 2901 Leonard Street, Jerome, Illinois via Zoom. The meeting was called to order at 6:30 pm by President Lopez, followed by Roll call and the Pledge of Allegiance.

ROLL CALL: The following were present:

Kathy DeHart, Trustee of Public Property & Co Trustee Public Health
Leigh Irons, Trustee of Public Safety
Ralph Irons, Trustee of Water Department
Dale Lael, Trustee of Building & Zoning
Phil Raftis, Trustee of Public Works

Also Present:

Lisa Cave, Village Clerk
Jason Brokaw, Attorney, Giffin, Winning, Cohen & Bodewes, P.C.,
Steve Roth, Village Treasurer

Absent:

Christina Smith, Co-Trustee of Public Health

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the October 21, 2021 Minutes and if they found need for any changes, corrections, or amendments. President Lopez stated the October 21, 2021 minutes would stand approved as presented.

Motion to approve the October 21, 2021 Meeting Minutes as amended by:
Trustee Leigh Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE

MOTION PASSES.

President Lopez asked whether the Board had reviewed the October 7, 2021 Executive Minutes and if they found need for any changes, corrections, or amendments. President Lopez stated the October 7, 2021 executive minutes would stand approved as presented.

Motion to approve the October 7, 2021 Executive Meeting Minutes as
presented by: Trustee Leigh Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;

MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 22-13 dated November 7, 2021 totaling \$21,057.29. Treasurer Roth added that of this amount \$7,748.18 will be paid from the General Revenue Fund, \$12,933.50 will be paid from the Water Fund and \$357.61 will be paid from the 1% Fund.

President Lopez asked for a motion to approve Warrant List 22-13 as presented.

Motion to Approve the Bills to be Paid as presented by Trustee Leigh Irons and 2nd by Trustee Ralph Irons.

Upon roll call vote, all voted AYE;

MOTION PASSES.

TREASURER REPORTS: Treasurer Roth presented to the Board of Trustees the Financial Status as of October 21, 2021, via email. *Revenues:* We have received none of the revenue for November yet. *Process:* Checks for the warrants for the last Board meeting were mailed out right after the meeting and we met payroll for October 29th. Checks will be mailed out following this meeting. *Funds:* Currently there is approximately \$684,689.60 in the Illinois Funds GRF account and \$92,544.95 in the MFT funds. There is approximately \$25,816.88 in the INB GRF account and \$232,531.53 in the INB Water account. The other bank account balances are as follows: Law Enforcement - DUI – \$290.00; Law Enforcement – Vehicle - \$717.43; 1% NHR - \$381,777.54; Road & Bridge - \$18,518.28; and Police Equipment Fund - \$2,039.83, Cannabis Fund - \$2,650.03, and for the MFT-Rebuild Illinois fund – \$72,757.96.

PUBLIC COMMENTS:

President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:36 pm.

He noted that during the time when remote meetings are being held public comments must be submitted in writing to the Clerk by email or by placing them in the deposit slot outside the office front door by 6:00 p.m. the day of the meeting.

Clerk Cave stated she no comments that have been received.

This portion of the meeting closed at 6:36 pm.

REPORTS:

Trustee Smith was absent from the meeting due to a personal family issue. President Lopez stated that 8 people received the Flu shot at the Flu Clinic on October 26, 2021. Many residents had already received their shot earlier this year, which is why the number is low.

Trustee Raftis wanted to express his thanks to the Village of Southern View for sending two Public Works crew with a truck to help our Village with our limb pickup. Due to staffing issues we utilized Southern View to help us on the commitment we made to pick these limbs up. Residents may see that some of the broken pavement has been repaired.

Trustee DeHart stated the Eagle Scout will begin on Sunday afternoon to create a database for the Library. Trustee DeHart has made inspections for firepits and on Saturday October 30, 2021 a neighbor called that their neighbor had high flames and a lot of smoke, the Springfield Fire Department came out and had the resident extinguish the fire. Dave will be installing the gas range. Trustee Lael asked if the resident was burning on the pavement because it appears there is a burn spot, Trustee DeHart stated she was not aware the resident has been issued a firepit permit.

Trustee Lael stated that he has been in touch with an Eagle Scout that wanted to build a micro pantry at the Methodist Church. Trustee Lael reminded him to call Julie. Attorney Brokaw stated there is a 3rd Eagle Scout he was told about but nothing concrete yet. Trustee DeHart stated she has a list of projects that could be projects for any of them if they need a suggestion.

Trustee Leigh Irons stated she has received the contract with Sangamon County 911 for the year 2022 and will present it at the next meeting after President Lopez and Attorney Brokaw review the contract. Trustee Leigh Irons wanted to thank Acting Chief Kyle Forsythe for his help during the Halloween Party.

Trustee Ralph Irons stated the Village has received some of the supplies for the IEPA testing but the hand held is still on backorder. Dave has reached out to his contact at the IEPA and informed him the equipment is on back order.

Village Clerk Cave reported that on the next agenda will be two quotes for the Villages liability insurance and workmans comp. President Lopez and Clerk Cave will be meeting next week to send out the liquor license renewals. President Lopez reminded the trustees that the bulletin will be going out soon.

Attorney Brokaw had nothing to report.

President Lopez wanted to thank everyone for helping out at the Halloween Party on Saturday, Trustee DeHart, Trustee Leigh Irons, Acting Police Chief Forsythe and Kay Kirschner. President Lopez stated that there were between 80 – 100 kids/adults. Thank you notes will be going out next week to all who donated candy for this event. President Lopez stated he received a lot of good feedback on the postcards that were sent out to residents regarding the 2nd limb pickup and the Halloween events. Next year we may want to utilize post cards instead of the newsletter as residents notice them more and are able to plan for the notices. President Lopez reminded the Trustees that on the next agenda there will be approval for the Village Holidays and Meetings for Calendar Year 2022.

NEW BUSINESS DISCUSSION: President Lopez asked Trustee Ralph Irons and Attorney Brokaw to discuss Ordinance 22-11 Amending Section 600.1-9 Related to Water Rate Increases Effective Immediately. Attorney Brokaw stated that this will accommodate the recent increase from CWLP and the incurred costs with online billing and meter changes. Trustee Ralph Irons stated that the Ordinance issues a 3% increase.

Motion to approve Ordinance 22-11 Amending Section 600.1-9 Related to Water Rate Increases Effective Immediately by Trustee Ralph Irons and 2nd by Trustee Lael.

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked for discussion of Purchasing a Cell Phone to be Used by Jerome Police Department Chief or Acting Chief. Trustee Leigh Irons stated that in case the towers go down this phone line will not, it also stops the Chief from using his own personal cell phone. The plan will be on First Net through AT & T.

Motion to approve the purchase of a cell phone to be used by Jerome Police Department Chief or Acting Chief by Trustee Leigh Irons and 2nd by Trustee Ralph Irons.

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked for discussion and approval of Resolution 05-22 Approving and Authorizing the Execution and Delivery of a Staffing Agreement with Express Employment Professionals for temporary public works employees. Trustee Raftis stated that we had reached out to Express Personnel for a temporary public works employee to get Dave through the last week with the limb removal.

Motion to approve Resolution 05-22 Approving and Authorizing the Execution and Delivery of a Staffing Agreement with Express Employment Professionals for temporary public works employees by Trustee Raftis and 2nd by Trustee Ralph Irons.

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked Attorney Brokaw to present Resolution 06-22 Approving and Authorizing the Execution and Delivery of a Biller Agreement with Invoice Cloud, Inc. Attorney Brokaw stated the contract allows for billing and account services for water; this Resolution will allow President Lopez to sign it. It is a three year term. Attorney Brokaw stated that there is some clarifications that are needed prior to signing it and has reached out to them to clarify. Trustee Ralph Irons and Treasurer Roth has a few questions also and will be reaching out to Attorney Brokaw to resolve the questions prior to President Lopez signing the agreements.

Motion to approve Resolution 06-22 Approving and Authorizing the Execution and Delivery of a Biller Agreement with Invoice Cloud, Inc pending clarification of questions pending legal and negotiations by Trustee Ralph Irons and 2nd by Trustee Leigh Irons.

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked Trustee Raftis to present the extension of time for Public Works Supervisor to utilize earned, unused benefit time. Trustee Raftis stated that currently Dave has a lot of unused benefit time that he will lose on his anniversary date, comp hours and vacation, that he has not been able to take the time due to personnel issues. Trustee DeHart asked how long will the extension be? Trustee Raftis recommended it is a 1 time deal and the time will need to be used by the end of this fiscal year.

Motion to extend time for Public Works Supervisor to utilize his earned unused benefit time that will need to be used by the end of the fiscal year by Trustee Raftis and 2nd by Trustee Lael.

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked Trustee Leigh Irons to present additional advertising on employment platforms for Village Police Officers. Trustee Leigh Irons stated that we have not received any qualified individuals and would like to advertise on Indeed and Law publications.

Motion to approve additional advertising on employment platforms for Village Police Officers by Trustee Leigh Irons and 2nd by Trustee Ralph Irons.

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked for discussion on the Village Paying for P/T and F/T Police Officer Academy Certification subject to reimbursement agreement with new hires. Attorney Brokaw stated it is an

upfront costs to the Village and if the officer completes training the Village will receive a refund of the costs of training. President Lopez stated that Sangamon County Sheriffs Office is down 17 deputies and have taken a lot of the officers from the surrounding municipalities. President Lopez suggested that the Village may need to pay for training brand new officers to fill the vacancies the Police Department has.

President Lopez asked Trustee Leigh Irons to lead the discussion of hiring incentives for new hires in the Police Department. Many municipalities are offering incentives. Trustee Leigh Irons stated that unfortunately with Sangamon County having so many positions to fill we are not receiving qualified applicants. In order to stand out among the rest of the municipalities we may need to think about offering a hiring bonus as the Village is not receiving any qualified applications at this time.

President Lopez asked Attorney Brokaw to present the discussion of the Property Tax Levy Estimate. Attorney Brokaw stated that there are two levy's on the Property tax, street lights totaling \$9,572.24 and police totaling \$15,309.25 for a grand total of \$24,881.49.

Motion to approve the property tax levy amount of \$24,881.49 by Trustee Leigh Irons and 2nd by Trustee Lael.

Upon roll call vote, all voted AYE;

MOTION PASSES.

EXECUTIVE SESSION:

A motion was made by Trustee Leigh Irons to go into Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel of the public body (5 ILCS 120/2 (c)(1)); minutes of meetings lawfully closed under the Open Meetings Act for purposes of approval by the Body (5ILCS 120/2(c)(21); Trustee Ralph Irons seconded the motion.

The Board went into Executive Session at 7:22 pm.

The Board returned from Executive Session at 8:22 pm.

President Lopez asked Trustee Raftis to present Personnel Action with Respect to Public Works. Trustee Raftis made a motion to dismiss Billy Schlich, Public Works Employee, from employment due to violations of the Village Personnel Policies and the Village Code.

Motion to dismiss Billy Schlich, Public Works Employee from employment due to violations of the Village Personnel Policies and the Village Code by Trustee Raftis and 2nd by Trustee Ralph Irons.

Upon roll call vote, all voted AYE;

MOTION PASSES.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 8:24 pm. Motion was made by Trustee Leigh Irons and 2nd by Trustee Ralph Irons.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: November 4, 2021

Village Clerk

Date