

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, February 3, 2022, 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:

Mike Lopez, Village President
Kathy DeHart, Trustee of Public Property & Co Trustee Public Health
Leigh Irons, Trustee of Public Safety
Ralph Irons, Trustee of Water Department
Christina Smith, Co-Trustee of Public Health
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

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the January 20, 2022, Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the January 20, 2022, minutes would stand approved as presented.

Motion to approve the January 20, 2022, Meeting Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee DeHart & Smith
Upon roll call vote, all voted AYE,
MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 22-19 dated February 3, 2022, totaling \$34,352.95. Treasurer Roth added that of this amount \$5,391.71 will be paid from the General Revenue Fund, \$16,430.00 will be paid from the Water Fund, \$12,328.28 will be paid from the 1% Fund, \$57.01 will be paid from Motor Fuel Tax Fund and \$145.95 will be paid from the Police Equipment Fund.

President Lopez asked for a motion to approve Warrant List 22-19 as presented.
Motion to Approve the Bills to be Paid as presented by Trustee Lael 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 January 20, 2022, via email. *Revenues:* We have received no revenue for February as of yet. *Funds:* Currently there is approximately \$774,516.87 in the Illinois Funds GRF account and \$109,197.10 in the MFT funds. There is approximately \$28,608.37 in the INB GRF account and \$199,604.54 in the INB Water account. The other bank account balances are as follows: Law Enforcement - DUI – \$280.00; Law Enforcement – Vehicle - \$707.43; 1% NHR - \$431,468.05; Road & Bridge - \$18,991.94; and Police Equipment Fund - \$3,039.83, Cannabis Fund - \$3,093.53, MFT-Rebuild Illinois fund – \$72,757.96, and the American Rescue Plan Fund \$108,115.11. Budget worksheets have been provided to the Trustees and Department heads. I will send out information around the next board meeting to begin to schedule meetings. Treasurer Roth is working with the Treasurer’s Office for the online bill pay. Trustee Raftis and Treasurer Roth have reached out to DCEO and the two grants we are receiving are being planned out for when the funds arrive, we will be able to move forward immediately. Treasurer Roth will check with DCEO on the grant for Iles since there has not been any word on approval.

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 had received one comment by email.

Jackie Bordewick sent an email on February 3, 2022 at 5:22 pm that read the following:

Please explain why during the meeting of December 16, 2021, no motion was made to pay for an arrow and limiting the amount that could be spent which is done when Trustees ask to purchase items. Then please explain why the warrants of January 6, 2022, were approved by the Trustees where the cost of an arrow purchased was split into two payments to two different people for \$400.00 each without a prior motion or limit. Apparently this was to avoid going over the limit of \$500.00 that was set by these or former trustees for any purchases by Trustees, a rule that is currently in effect. I don’t see this as an emergency payment. I would assume if all Trustees were petitioned for input to pay this amount between meetings, which could have been done, then the full price of \$800.00 would have been paid to one individual. An explanation is needed.

This portion of the meeting closed at 6:38 pm.

REPORTS:

Trustee Smith stated she is still following up on letters that were sent out in January. She has a few complaints to look into on Iles and there is one address that has a lot of cars.

Trustee Raftis stated he would like to address Jackie’s email to the Village. Trustee Raftis read from the ordinance code 101.4-5 limiting the spending for Trustees exceeding a \$500 single purchase any purchase above that must be approved by the board. Trustee Raftis stated a single purchase is a single item, the arrow board that was purchase was a total of 3 items on 2 purchases totaling \$800. The arrow board will assist in the safety of our employees when they repair water leaks or work on the street. Trustee Ralph Irons stated it allows the Public Works department to do the repairs safely instead of calling in CWLP. Treasurer Roth stated that the warrants that was approved on January 6, 2022 made it

appear that there was one item split between 2 funds but it was 3 items and was for the safety of the employees. Trustee Raftis stated that the Village is piled in with snow. The Public Works crew is continuing to remove the snow as soon as they can. Trustee Raftis reminded residents that in the snow routes residents need to keep your vehicles off the following locations: the parking of motor vehicles upon and along Wabash Avenue be, and the same is hereby prohibited. Parking of motor vehicles upon and along Homewood Court, Barbara Court, Reed Court, Scott Court, West Grand Court and the west side of South Lincoln Avenue between West Iles Avenue and West Maple Avenue South is prohibited during any period where snow has accumulated on the roadway or where the President of the Village of Jerome has declared an emergency necessitating the temporary prohibition of parking on said Streets. If any vehicle is parked, abandoned, or left standing in violation of the terms of this section, the same shall be considered a hazard and may be impounded and issued a citation. The owners of vehicles parked in violation of a snow emergency declaration shall be responsible for all towing and storage charges and administrative fees without regard to whether or not actual notice of any declaration, where applicable, was received by the owner.

Trustee DeHart stated she has received several complaints that residents are keeping their trash can at the edge of the road 100% of the time and that there is an ordinance that requires residents to move the cans back in after the collection company has been picked up. Keeping the cans at the edge of the road creates a problem with blowing trash in the Village. Trustee DeHart stated that the snow blower is down, the blower was purchased in the 80s and it finally died on the Public Works crew.

Trustee Lael stated he has nothing to report.

Trustee Leigh Irons stated the ad the Village ran for Police Officers ended on Saturday. Trustee Leigh Irons stated we have received several applications for part time officers and full-time officers, they have had one interview and will be scheduling more in the future. Trustee Leigh Irons stated she will bring them to the board for approval at the next meeting.

Trustee Ralph Irons stated Dave was notified of a leak on Vernon and had the leak fixed immediately. Trustee Ralph Irons wanted to thank Dave and Brandon for their quick response and that they are saving the Village a lot of money with the knowledge they have.

Village Clerk Cave had nothing to report.

Attorney Brokaw had nothing to report.

President Lopez wanted to thank Dave and Brandon for their tireless work clearing the streets. President Lopez reminded residents to stay safe and that the snow is heavy. President Lopez also asked that the expenditures to extra hours of payroll, snow removal etc. be collected for possible reimbursement from the State of Illinois since the Governor has declared a Snow Emergency. No word if we will be able to receive any additional funding but it will be a benefit if those numbers are collected just in case. Water bills will go out on Monday February 7, 2022, since there has been no mail service the last two days with the snow.

NEW BUSINESS DISCUSSION: President Lopez asked Trustee Raftis to present discussion and approval of the Job Posting for Laborer on Indeed. Trustee Raftis stated it will be the same ad the Village put on Indeed when Caleb was hired. Caleb Graham has left employment as of February 1, 2022.

Motion to approve Job Posting for Laborer on Indeed by Trustee Raftis and 2nd by Trustee Ralph Irons.

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked Trustee Leigh Irons to present discussion and approval of Acting Police Chief as the Permanent Police Chief. Trustee Leigh Irons presented that Kyle Forsythe is nearing the end of 6 months as Acting Chief and would like it retro to February 1, 2022.

Motion to approve Kyle Forsythe as the Permanent Police Chief of the Village of Jerome effective on February 1, 2022 by Trustee Leigh Irons and 2nd by Trustee Lael

Upon roll call, all voted AYE; except Trustee Raftis voted present.

MOTION PASSES.

President Lopez congratulates Police Chief Forsythe. Chief Forsythe has gone above and beyond and is very accommodating and we appreciate all that he does.

President Lopez presented for discussion and approval the 5-year lease from ILMO.

Motion to approve the 5-year lease from ILMO by Trustee Lael and 2nd by Trustee Leigh Irons.

Upon roll call, all voted AYE;

MOTION PASSES.

Trustee Raftis introduced Cameron Jones from Benton & Associates. Trustee Raftis stated he had forgotten to ask for him to be on the agenda for this meeting. Cameron Jones stated that he just wanted to speak to the board that the next meeting the board will need to consider how they want to move forward with contract discussions like the type of contract with individual projects, Grant and MFT with continuing services agreement with an approval up to a certain dollar amount, many ways to do the agreements and it depends on how the board wants to proceed. The individual projects may be more of a burden on the attorney, but it is something that the board needs to decide.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 7:04 pm. Motion was made by Trustee Raftis and 2nd by Trustee Ralph Irons.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: February 17, 2022

Village Clerk

Date