

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

CALL TO ORDER: The President and the Board of Trustees held a regular meeting on Thursday, April 21, 2022, at the Jerome Civic Center, 2901 Leonard Street, Jerome, Illinois via Zoom. The meeting was called to order at 6:31 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
Dale Lael, Trustee of Building & Zoning
Phil Raftis, Trustee of Public Works (arrived at 6:35 pm after minutes were approved)

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 April 7, 2022, Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the April 7, 2022, minutes would stand approved as presented.

Motion to approve the April 7, 2022, Meeting Minutes as presented by:

Trustee Leigh Irons and 2nd by Trustee DeHart

Upon roll call vote, all voted AYE, four yes, 2 absent

MOTION PASSES.

President Lopez asked whether the Board had reviewed the April 14, 2022, Special Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the April 14, 2022, special meeting minutes would stand approved as presented.

Motion to approve the April 14, 2022, Special Meeting Minutes as presented by:

Trustee Leigh Irons and 2nd by Trustee DeHart

Upon roll call vote, all voted AYE, four yes, 2 absent

MOTION PASSES.

President Lopez asked whether the Board had reviewed the November 4, 2021, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the November 4, 2021, executive meeting minutes would stand approved as presented.

Motion to approve the November 4, 2021, Executive Meeting Minutes as presented by: Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE, four yes, 2 absent
MOTION PASSES.

President Lopez asked whether the Board had reviewed the November 8, 2021, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the November 8, 2021, executive meeting minutes would stand approved as presented.

Motion to approve the November 8, 2021, Executive Meeting Minutes as presented by: Trustee Leigh Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE, four yes, 2 absent
MOTION PASSES.

President Lopez asked whether the Board had reviewed the March 3, 2022, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the March 3, 2022, executive meeting minutes would stand approved as presented.

Motion to approve the March 3, 2022, Executive Meeting Minutes as presented by: Trustee Leigh Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE, four yes, 2 absent
MOTION PASSES.

Trustee Raftis joined the meeting.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 22-24 dated April 21, 2022, totaling \$40,641.70. Treasurer Roth added that of this amount \$20,397.45 will be paid from the General Revenue Fund, \$19,479.66 will be paid from the Water Fund, and \$764.29 will be paid from the 1% Fund.

President Lopez asked for a motion to approve Warrant List 22-24 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; five yes, 1 absent
MOTION PASSES.

TREASURER REPORTS: Treasurer Roth presented to the Board of Trustees the Financial Status as of April 21, 2022, via email: *Revenues: Final revenues are in for the year, except Gaming and MFT which are a month behind. As I have stated for some time, the revenues in most of our funding sources have exceeded expectations. I hope that continues into the new fiscal year. With a potential sales tax holiday and delay*

on an increase in the MFT for later in the fiscal year, we may see a little dip in these revenues, but my hope it will be negligible. It will be necessary for us all to monitor these revenue sources and if they do not continue to produce like they are to review our spending for the year to make sure we stay within our revenue. Funds: There are approximately \$880,286.76 in the Illinois Funds GRF account after I transferred the funds into the 1% and Cannabis funds and I move money over to cover end of the year expenditures. There is \$123,540.21 in the MFT funds. There is approximately \$26,274.20 in the INB GRF account and \$152,716.02 in the INB Water account. The other bank account balances are as follows: Law Enforcement - DUI - \$265.00; Law Enforcement - Vehicle - \$692.43; 1% NHR - \$486,134.45 (with April revenue included); Road & Bridge - \$18,991.94; Police Equipment Fund - \$2,893.88, Cannabis Fund - \$3,827.79 (with the April revenue included); MFT-Rebuild Illinois fund - \$90,947.45; American Rescue Funds - \$108,168.43.

PUBLIC COMMENTS:

President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:42 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 no emails.

This portion of the meeting closed at 6:42 pm.

President Lopez introduced Nathan Boyd from Matrix Systems Group to address the Village Board on the computer upgrades that are needed. Nathan addressed the board discussing the age of the office computers, the various software programs on each computer, WIFI issues, the absence of firewalls and virus protection needed. The upgrades would allow the Village to have a stable point moving forward with a recovery path. Updated computers would include firewalls, hardware, software, virus protection, content filtering, WIFI throughout the campus, and allow for the Village trustees and employees to all have uniform email addresses. Treasurer Roth stated that the updates would be paid out of the ARPA funding. President Lopez thanked Nathan Boyd for his explanation of the quote and the time for addressing the board. President Lopez asked Clerk Cave to add this to the next agenda to be approved.

REPORTS:

Trustee Smith was absent from the meeting, no report was given.

Trustee Raftis reported that Public Works picked up 20 loads of limbs during the pickup, which is twice the amount of a normal pickup. Trustee Lael stated there are a few piles on his street that came out today and Trustee DeHart will send them letters requiring the residents to remove them. Trustee Raftis stated that there were 3 properties that had extra limbs and once they received the letter from the Village the residents paid the extra fee, and the limbs were picked up.

Trustee DeHart reported that the Easter Egg Hunt had a great turn out, one improvement would be a lot more eggs for next year. Trustee DeHart stated that Public Works installed all the pea gravel in the playground, a door in the ladies' restroom fell off and Dave has ordered all the parts necessary. Trustee DeHart sent Clerk Cave pictures and information to be included in the bulletin.

Trustee Lael had nothing to report.

Trustee Leigh Irons reported that Alison will start class on May 4, 2022, and she has spoken to the Chief regarding extra patrols on Iles, Park and Filburn.

Trustee Ralph Irons reported that Diane has completed the training on the E-Pay and the Village should be live within 2 weeks. Treasurer Roth stated that the website is accessible and will launch soon. Treasurer Roth has provided Clerk Cave with information for the bulletin. The key to E-Pay working we will need email addresses of residents. The email addresses will act as a communication center that the Village can send out reminders for bills due, boil orders, and road closures these can be sent via email and even by text messages as well.

Clerk Cave had nothing to report.

Attorney Brokaw had nothing to report.

President Lopez reminded everyone that the next meeting, May 5, 2022, will be an in-person meeting and masks will be required. President Lopez will be out of town until May 7, 2022. President Lopez reminded the board members to file their statement of economic interests by May 1, 2022, to avoid any late penalties. President Lopez announced the bulletin is finalized and will be out to the printers next week. Any special events the Village will utilize the post cards mailed to all residents along with the communication center.

OLD BUSINESS DISCUSSION: Trustee DeHart asked to table the Leasing of the Jerome Civic Center until the next meeting. Trustee Ralph Irons and Treasurer Roth asked to table the sewer increase until the next meeting.

NEW BUSINESS DISCUSSION: President Lopez opened discussion for the purchase of chips and road oil for patching. Trustee Raftis stated that the Village is low on rock chips and oil. The estimate is roughly \$2,236.50.

Motion to approve the purchase of chips and road oil not to exceed \$2,500.00 by Trustee Raftis and 2nd by Trustee Lael.

Upon roll call vote, all voted AYE; five yes, 1 absent

MOTION PASSES.

President Lopez opened the discussion for the purchase of road rock. Trustee Ralph Irons stated the Village needs to replenish and have stock of road rock. The estimate is roughly \$640.00.

Motion to approve the purchase of 32 tons of road rock not to exceed \$700.00 by Trustee Ralph Irons and 2nd by Trustee Leigh Irons.

Upon roll call vote, all voted AYE; five yes, 1 absent

MOTION PASSES.

President Lopez opened the discussion for the annual contract with the Illinois Environmental Protection Agency for the water lab testing. Trustee Ralph Irons stated the Village is required to test the water monthly. The total for the year is \$963.72.

Motion to approve the annual contract with IEPA in the amount of \$963.72 by Trustee Ralph Irons and 2nd by Trustee Leigh Irons.

Upon roll call vote, all voted AYE; five yes, 1 absent

MOTION PASSES.

President Lopez opened the discussion for the purchase of a 10" corrugated metal pipe for 1609 W Iles Off-Street Parking. Trustee Raftis stated the estimate is \$1,300.00.

Motion to approve the purchase of a 10" corrugated metal pipe for 1609 W Iles not to exceed \$1,300.00 by Trustee Raftis and 2nd by Trustee Ralph Irons.

Upon roll call vote, all voted AYE; five yes, 1 absent

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 Lael seconded the motion.

The Board went into Executive Session at 7:42 pm.

The Board returned from Executive Session at 7:56 pm.

NEW BUSINESS CONTINUED: President Lopez asked Treasurer Roth to address the board on the Fiscal Year 2023 Budget. Attorney Brokaw stated that the Fiscal Year 2023 Budget is an internal guideline for the Village and the spending authorization will be presented at the next meeting in May 2022. Treasurer Roth stated that he has provided the board with the changes that were addressed in the Special Meeting. Treasurer Roth asked if there were any questions? After hearing none, President Lopez asked for a motion.

Motion to approve the Fiscal Year 2023 Budget by Trustee Ralph Irons and 2nd by Trustee Lael.

Upon roll call vote, all voted AYE; five yes, 1 absent

MOTION PASSES.

President Lopez requested the Fiscal Year 2023 Raises for all Jerome Employees be tabled until the next meeting.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 8:00 pm. Motion was made by Trustee Lael and 2nd by Trustee Ralph Irons.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: May 5, 2022

Village Clerk
