

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, December 15, 2022, at the Jerome Civic Center, 2901 Leonard Street, Jerome, Illinois. 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
Christina Smith, Co-Trustee of Public Health, by phone
Leigh Irons, Trustee of Public Safety, by phone
Dale Lael, Trustee of Building & Zoning
Ralph Irons, Trustee of Water Department
Phil Raftis, Trustee of Public Works

Also Present:

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

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the December 1, 2022, Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the December 1, 2022, minutes would stand approved as presented.

Motion to approve the December 1, 2022, Meeting Minutes as presented by:
Trustee DeHart and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE; except Trustee Leigh Irons voted present
MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 23-16 dated December 15, 2022, totaling \$104,722.11. Treasurer Roth added that of this amount \$15,640.60 will be paid from the General Revenue Fund, \$36,180.23 will be paid from the Water Account, and \$52,901.28 will be paid from the 1% Fund. President Lopez asked for a motion to approve Warrant List 23-16 as presented.

Motion to Approve the Warrant List 23-16 totaling \$104,722.11 as presented by
Trustee Ralph Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

PUBLIC COMMENTS:

President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:41 pm.

Clerk Cave received an email from Johnathon O'Daniel on December 15, 2022 at 9:44 am stating, *Good Morning, Can we please reach-out to the Springfield Fire Dept. about engine braking during quiet hours. While I understand the need to take the shortest route in emergencies; On the way back to the fire house they will come back on Iles and they use the engine brake (Jake Brake) through all hours of the night.*

More needs to be done about reckless driving on Iles, even with road bumps/humps the stop signs are still being run, cars are being passed. I have been passed going over a speed bump and the other car was doing well over 30 MPH.

Is the option of closing parts to through traffic like Leland Grove has done an option? Can we eliminate an entrance on Iles? It seems as though ILES is the shortcut for law breakers avoiding being seen by the police.

*Jonathan P. O'Daniel
1608 W Iles Ave, Jerome, IL 62704*

This portion of the meeting closed at 6:43 pm.

President Lopez introduced Stephanie Ballinger with Benton & Associates. Stephanie presented to the Board the Motor Fuel Tax Resolution, Estimate of Maintenance Costs, and Maintenance Engineering documents for approval. Total is \$89,990.45.

Motion to approve the 2022 Motor Fuel Tax Resolution and Maintenance Engineering documents by Trustee Raftis and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

REPORTS:

Trustee Smith had nothing to report.

Trustee Raftis reported the 95 International went in for service and there were some additional issues that will have extra costs around \$500. Public Works had to repair a water main break on Welch near Iles and their hope is to have the street back next week.

Trustee DeHart reported the Christmas decorations are up. Toys for Tots was on December 10, 2022, and was a great success, the donations are still coming in and Trustee DeHart will set up a time for them to come and pick up the remainder of donations next week. Trustee DeHart reported that the IT project is complete, and Nate will be in the week of Christmas to finish the installation of the computers.

Trustee Lael had nothing to report.

Trustee Leigh Irons stated Cody passed his power test and will start the academy in January.

Trustee Ralph Irons stated with the water main leak Dave had used a lot of the gravel the Village had on hand and will need to purchase more for the future.

Clerk Cave reported an email went out with the dates for reviewing the Executive Minutes Review and hopes to have it done by the beginning of the year. If any Trustees need to schedule another time, please reach out and set an appointment.

Attorney Brokaw stated that Clerk Cave had filed the Tax Levy with Sangamon County.

President Lopez stated that Clerk Cave will be in the office from 1 pm to 5 pm on Monday December 19, 2022, for the filing of candidacy packets, which is the last day to file if someone is running for the Board. Toys for Tots was very successful and there has been no movement on Nieman Foods or the Putt Putt.

TREASURER REPORTS: Treasurer Roth presented to the Board of Trustees the Financial Status as of December 15, 2022, via email: *Revenues: We continue to see healthy increases in the Use Tax, Income Tax and Gaming Revenue continues to exceed expectations at this point. Revenues are down from this time last year for Telecom, Sales Tax, and 1%, although they are not major decreases at this point. Funds: There are approximately \$1,026,312.94 in the Illinois Funds GRF account after I transferred the revenues for December into the 1% and Cannabis accounts. There is \$164,230.72 in the MFT funds. There is approximately \$37,123.63 in the INB GRF account and \$188,976.68 in the INB Water account. The other bank account balances are as follows: Law Enforcement - DUI – \$115.36; Law Enforcement – Vehicle - \$692.43; 1% NHR - \$318,250.35 (with the December revenue included); Road & Bridge - \$6,330.64; Police Equipment Fund - \$2,893.88, Cannabis Fund - \$5,366.12 (with the December revenue included); MFT-Rebuild Illinois fund – \$109,136.94; American Rescue Funds - \$143,737.09.*

OLD BUSINESS DISCUSSION: Trustee DeHart asked to table the Leasing of the Jerome Civic Center until the second meeting in January.

President Lopez opened discussion and approval of the Purchase of Repair Parts and Maintenance Items for the Street Sweeper. Trustee Raftis stated that the Public Works have repaired the radiator and the engine is good. The federal program agreement states we are responsible for the vehicle to be in working order within a certain amount of time, usually 1 year. The street sweeper needs some miscellaneous parts a total of 12 totaling \$2,696.00.

Motion to approve the Purchase Repair Parts and Maintenance Items for the Street Sweeper not to exceed \$3,000.00 by Trustee Raftis and 2nd by Trustee Lael

Upon roll call vote, all voted AYE;

MOTION PASSES.

NEW BUSINESS DISCUSSION: President Lopez asked Treasurer Roth to discuss the Policy Manual Change. Treasurer Roth stated that the Policy Manual needs updated to reflect the changes to the Village Code that has been made by Ordinances. Treasurer Roth will draft the changes to the Policy Manual and share it with the Board for any corrections and then send it to Attorney Brokaw to review before it is presented for approval, tentatively the 2nd meeting in January.

President Lopez opened discussion and approval of the Contract with Bacon Van Buskirk of the Purchase and Installation of the Civic Center Door Replacement using ARPA funds. Trustee DeHart presented to the Board the bid received from Bacon Van Buskirk in the amount of \$8,090.00 and stated there may be additional costs of replacing the concrete in front of the doors. Trustee DeHart stated she will coordinate with Starfleet to ensure the door is on the master key. Bacon Van Buskirk stated it would take 8 weeks to get the door in and Trustee DeHart is looking at March of 2023 that the project will be completed. Trustee DeHart also stated that Dave had called 3 additional contractors and no one else provided with a quote.

Motion to approve the Contract to Purchase and Installation of the Civic Center Door using ARPA funds in an amount not to exceed \$10,000.00 to allow for concrete work if needed by Trustee DeHart and 2nd by Trustee Raftis
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of the Purchase and Installation of Security Cameras and Equipment for the Jerome Police Department with Thirdwave Data/Comm using ARPA funds. Trustee DeHart stated the bid is \$5,500 and will finish the entire complex with security cameras.

Motion to approve the Purchase and Installation of Security Cameras and Equipment for the Jerome Police Department with Thirdwave Data/Comm in an amount not to exceed \$5,500.00 by Trustee DeHart and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of the Village of Jerome Limb Pick up Dates for 2023. Trustee Raftis stated that the Village Ordinance states that dates should be set for the following year. Trustee Raftis would like tentatively the dates of April 3-7, 2023, July 3-7, 2023, and October 2-6, 2023, as the tentative dates depending on budget constraints.

Motion to approve April 3-7, 2023, July 3-7, 2023, and October 2-6, 2023, as the tentative dates depending on budget constraints for Limb Pick Up by Trustee Raftis and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of a Large Item Drop off Date for 2023. Trustee Raftis stated he would like a tentative date of October 14th, 2023, for the large item drop off. The program went extremely well and depending on the vendor availability and budget constraints Trustee Raftis would like to schedule it again this year.

Motion to approve October 14, 2023, date for the Large Item Drop depending on budget constraints and vendor availability by Trustee Raftis and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval to Write off of a Delinquent Water Account. Trustee Ralph Irons stated account number 007400004 had a balance of \$328.50, 6 certified letters had gone out and the house was sold prior to the Village issuing a lien.

Motion to approve the Write off of the Delinquent Water Account number 007400004 totaling \$328.50 by Trustee Ralph Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

EXECUTIVE SESSION:

A motion was made by Trustee Raftis 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 7:20 pm.

The Board returned from Executive Session at 8:08 pm.

President Lopez opened discussion and approval Temporary Personnel for the Water Clerk Position.

Motion to approve Diane Ahern as the Temporary Water Clerk due to the death of Denise Schuh at \$20.00 per hour retro back to November 14, 2022 by Trustee Ralph Irons and 2nd by Trustee Lael
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 8:10pm. Motion was made by Trustee Lael and 2nd by Trustee Leigh Irons.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: January 5, 2023

Village Clerk

Date