

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, February 2, 2023, 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, via phone
Christina Smith, Co-Trustee of Public Health
Leigh Irons, Trustee of Public Safety
Dale Lael, Trustee of Building & Zoning
Ralph Irons, Trustee of Water Department

Also Present:

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

Absent:

Phil Raftis, Trustee of Public Works

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the January 19, 2023, Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the January 19, 2023, minutes would stand approved as presented.

Motion to approve the January 19, 2023, Meeting Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee Smith

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez asked whether the Board had reviewed the November 17, 2022, Executive Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the November 17, 2022, executive minutes would stand approved as presented.

Motion to approve the November 17, 2022, Executive Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee Lael

Upon roll call vote, all voted AYE;

MOTION PASSES

President Lopez asked whether the Board had reviewed the January 5, 2023, Executive Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the January 5, 2023, executive minutes would stand approved as presented.

Motion to approve the January 5, 2023, Executive Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;

MOTION PASSES

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 23-19 dated February 2, 2023, totaling \$34,242.07. Treasurer Roth added that of this amount \$7,456.88 will be paid from the General Revenue Fund, \$21,079.82 will be paid from the Water Account, \$993.81 will be paid from the 1% Fund and \$4,711.76 will be paid from the ARPA Funds. President Lopez asked for a motion to approve Warrant List 23-19 as presented.

Motion to Approve the Warrant List 23-19 totaling \$34,242.07 as presented by
Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;

MOTION PASSES.

PUBLIC COMMENTS:

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

Clerk Cave reported receiving no emails.

This portion of the meeting closed at 6:35 pm.

REPORTS:

President Lopez stated he did speak with Brian McFadden with Sangamon County regarding SAM, they will be meeting in the future to start the implementation of alerting the residents of any water issues, road repairs etc. In the springtime, President Lopez would like to hold a town hall meeting where residents can see the plan for Iles Ave and be able to ask questions. President Lopez stated he would like the bulletin out mid March.

Trustee Smith stated that she had nothing to report.

Trustee Raftis emailed President Lopez with an update that the Street Sweeper parts are on order and should be here in two weeks. The Public Works Department picked up a total of 23 Christmas trees for disposal.

Trustee DeHart reported the Civic Center painting and lighting replacement has begun. Library is ongoing and after the electric is complete the Village will need to repair some walls. Cameras are in and active.

Trustee Lael reported that Wing Stop is coming together with the Contractors to turn it over on 2/15/23 and should open shortly after. Trustee Lael stated that the Sangamon County Hazard Mitigation Task Force met last week and the Plan was distributed for review and a final meeting will be at the end of February. Trustee Lael wanted to thank Lisa for adding it to the website.

Trustee Leigh Irons stated the Police Department is advertising for a new Police Chief. Chief Forsythe has accepted another position and we wish him well. There are several interviews scheduled for next week and Trustee Leigh Irons stated that with the new schedule there will be officers daily in the Village and the plan is to hire several more officers in the next few weeks. Trustee Leigh Irons also stated the tasers are needing replaced and will be looking into purchasing new ones.

Trustee Ralph Irons stated he wanted to thank the Public Works crew for the repairs on multiple water leaks in the last few weeks. Trustee Ralph Irons stated they were all repaired and the streets will be repaired when warmer weather comes in. The water repair parts are on back order. Dave is looking at pricing for additional signage for the future in case there are any more breaks. The Cross Connection Surveys will be out to the residents soon.

Clerk Cave asked for any bulletin items to be in by the end of February to allow for a bulletin to be sent out by the end of March.

Attorney Brokaw stated that there are two properties that had a fire and that Trustee Lael and Attorney Brokaw will meet after the meeting to discuss the next steps.

TREASURER REPORTS: Treasurer Roth presented to the Board of Trustees the Financial Status as of February 2, 2023, via email: *Revenues: We have not received the revenue for January yet. Funds: Currently there is approximately \$1,068,242.96 in the Illinois Funds GRF account and \$171,383.85 in the MFT funds. There is approximately \$21,343.00 in the INB GRF account and \$172,991.16 in the INB Water account. The other bank account balances are as follows: Law Enforcement - DUI – \$105.36; Law Enforcement – Vehicle - \$666.89; 1% NHR - \$275,503.97; Road & Bridge - \$19,458.78; and Police Equipment Fund - \$2,893.88, Cannabis Fund - \$570.87, MFT-Rebuild Illinois fund – \$109,136.94, and the American Rescue Plan Fund \$135,663.45.*

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

President Lopez opened discussion and approval of the Amendments of the Employee Handbook. Treasurer Roth stated that the changes to the handbook has been all that has been passed per Ordinance and Resolution and also State Law. The Employee Handbook will be updated and effective as of February 1, 2023.

President Lopez stated the Discuss and Approve Compensation for Village Treasurer Training should drop off and is not necessary under Old Business. Attorney Brokaw stated that was his fault and apologized.

NEW BUSINESS DISCUSSION: President Lopez opened discussion and approval of Additional Electrical Master Disconnect on Village Library from Ryan Electric. President Lopez stated that Ryan Electric suggested installing a master disconnect to avoid calling CWLP to disconnect the power. Trustee DeHart stated she did not have the final number on this from Dave and asked to table it until the number comes in.

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 7:01 pm.

The Board returned from Executive Session at 8:05 pm.

President Lopez opened discussion and approval of Personnel Action of Hiring a Part Time Position to Assist the Treasurer.

Motion to approve the hiring of Zach Sweet as a Part time position to assist the Treasurer for \$20.00 per hour and a start date determined by the Treasurer, by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of Advertising for Positions of Police Chief and Police Officer.

Motion to approve Advertising on Indeed for the Police Chief and Police Officers position full and part time by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of Acting Police Chief.

Motion to approve the Alison Tolley as the Temporary Acting Police Chief for the Village of Jerome effective February 1, 2023, by Trustee Leigh Irons and 2nd by Trustee Smith
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of a Stipend for the Acting Police Chief.

Motion to approve a stipend for the Temporary Acting Police Chief for the Village of Jerome effective February 1, 2023 with a \$2,000.00 per month stipend by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez stated item D and item G are not necessary and should not have been on the agenda. Item D was the Discuss and Approval of Police Chief Final Compensation and item G was Discuss and Approve Part-Time and Full-Time Police Officers.

President Lopez opened discussion and approval of the Reimbursement for the Trailer Use Related to Street Sweeper.

Motion to approve the Reimbursement of \$125.00 to Matt Turner for the use of the trailer for the Street Sweeper by Trustee Lael and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of Compensation Adjustment Related to Water Repairs During Holiday Weekend.

Motion to approve the half time regular rate of pay to the Public Works Department on the work they performed on Christmas Eve by Trustee Smith and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE; except for Trustee Leigh Irons who voted no

MOTION PASSES.

President Lopez opened discussion and approval of Resolution 06-23 Approving the Release of Certain Closed Session Minutes. Attorney Brokaw recommended tabling this to the next meeting to allow the Clerk to prepare which minutes would be released.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 8:17pm. Motion was made by Trustee Leigh Irons and 2nd by Trustee Smith.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: February 16, 2023

Village Clerk

Date