

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, October 19, 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 & Public Health (arrived 6:41pm)
Leigh Irons, Trustee of Public Safety
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.,
Lisa Cave, Village Clerk
Steve Roth, Executive Assistant

Absent:

Zach Sweet, Village Treasurer

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the October 5, 2023, Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the October 5, 2023, minutes would stand approved as presented.

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

MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 24-12 dated October 19, 2023, totaling \$107,858.31. Executive Assistant Steve Roth added that of this amount \$50,957.16 will be paid from the General Revenue Fund, \$7,706.13 will be paid from the 1% Fund, \$46,205.02 will be paid from the Water Account and \$2,990.00 will be paid from the MFT Account. President Lopez asked for a motion to approve Warrant List 24-12 as presented.

Motion to Approve the Warrant List 24-12 totaling \$107,858.31 as presented by
Trustee Leigh Irons and 2nd by Trustee Lael
Upon roll call vote, all voted AYE;

MOTION PASSES.

PUBLIC COMMENTS:

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

Clerk Cave reported receiving no emails.

Gail McCusker, resident, asked who she should call regarding streetlights that are out? President Lopez stated that they are CWLP, and you can call or on their website report an outage.

Teresa Sample, Senator Doris Turners office, was observing the meeting. President Lopez stated he will be asking for a sit-down meeting between himself, Trustee Lael and Senator Turner in the near future.

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

Trustee DeHart arrived at 6:41 pm.

REPORTS:

Trustee Raftis had nothing to report. Trustee Leigh Irons stated the large item pickup was a great success. The Village had 4 dumpsters filled to the brim, totaling \$2,800.00 in costs. Trustee Leigh Irons wanted to point out that Brandon and Matt did a fantastic job helping that morning. President Lopez and Trustee Lael agreed. Trustee Leigh Irons stated that some items didn't get into the dumpster and received a new owner before being placed in the dumpster. The Village may want to investigate having a metal pile next time as there was quite a bit placed in the dumpsters.

Trustee DeHart stated that they had 12 people utilize the Flu Clinic. Trustee DeHart is still working on files from Trustee Smith on grass debris and firepits. Trustee DeHart asked if there was a Public Health issue at 1527 Reed having the water shut off. Attorney Brokaw stated he believes so and will reach out to Sangamon County Public Health with that address.

Trustee Lael stated he has not seen any formal action regarding the permits for the Wash N Win. Impulse Vape Shop is open but if you haven't visited yet, please do so, the artwork is phenomenal

Trustee Leigh Irons stated two interviews are scheduled for next week for part-time and full-time officers. Chief Tolley is attending the FTO program in the last week of October in Peoria. Jerome's Police Department is still using PIPS and that is going away, Sangamon County is on Lerna and Chief is investigating the program to join.

Trustee Ralph Irons had nothing to report.

Clerk Cave had nothing to report.

Executive Assistant Steve Roth stated that LOCIS could email 60-70% of water bills to customers instead of the hard copy. This would provide less costs on paper, postage etc. Steve also stated that we can use the text message option for delinquent bills instead of sending out letters.

TREASURER REPORTS: Treasurer Sweet presented to the Board of Trustees the Financial Status as of October 19, 2023, via email: *Revenues: October revenues are strong. A slight dip in the Telecom for the month but the Gaming revenues have rebounded the past couple months. Funds: Currently there is approximately \$1,145,614.65 in the Illinois Funds GRF account and \$231,536.67 in the MFT funds. There is approximately \$87,428.23 in the INB GRF account and \$143,281.36 in the INB Water account. The other bank account balances are as follows: Law Enforcement - DUI – \$65.36; Law Enforcement – Vehicle*

- \$626.89; 1% NHR - \$443,902.02; Road & Bridge - \$19,458.78; and Police Equipment Fund - \$2,893.88, Cannabis Fund - \$1,879.94, MFT-Rebuild Illinois fund – \$109,136.94, and the American Rescue Plan Fund \$58,359.99.

Attorney Brokaw reported he submitted the Village's proposal to Fannie Mae on 3030 1/2 Chatham Rd. On 1511 Jerome, the Village has received photos and from what he is being told Larry Crawford has until 10/26/23 to work on the violations. 1664 Homewood has hit a snag as Sangamon County is having trouble locating the legal responsible party. Trustee Lael stated that there must be someone responsible, how can that happen? Attorney Brokaw stated that we may need to publish in the newspaper and post on the property. Attorney Brokaw also stated he is still working with the County 1612 Glenn and 1303 Iles.

President Lopez thanked Trustee Lael for presiding over the last meeting. President Lopez reminded the Trustees that there is a Trunk or Treat on October 31, 2023, from 4 pm to 8 pm and that they are asking for donations of candy to pass out at the Village Center. The Church will also be hosting an event that day. President Lopez will bring in Sangamon County Abbey Powell at the 2nd meeting in November to brainstorm on more tax dollars for the Village with Legacy Point. November 23, 2023, is the beginning of Toys for Tots and Bill Lee with Sangamon County is heading it this year and has asked if we need a new box to reach out.

OLD BUSINESS: President Lopez opened discussion and approval of Time Management App. President Lopez asked to table this until the next meeting.

President Lopez opened discussion and approval on the Bid for Replacement of Front Fencing due to Removal for Storm Drains. Trustee Ralph Irons asked to table this until the next meeting.

President Lopez opened discussion and approval on the Hourly Rate for Part time Officers. Trustee Leigh Irons asked to table this and the hiring of Part time Officers until the next meeting.

NEW BUSINESS DISCUSSION: President Lopez opened discussion and approval of the Purchase of Fire Hydrants from Illinois Meter. Trustee Ralph Irons stated that Dave had spoken to Illinois Meter, and they are willing to take off \$400.00 for each hydrant if we order twelve. Trustee Ralph Irons stated that Public Works has been checking the hydrants and it appears that the City of Springfield has not been checking thoroughly and repairs are needed.

Motion to approve the purchase of 12 fire hydrants from Illinois Meter not to exceed \$42,600.00 by Trustee Ralph Irons and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE,
MOTION PASSES.

President Lopez opened discussion and approval of the Purchase of Receivers and Transmitters for 2 Overhead Doors.

Motion to approve the purchase of 2 receivers and transmitters for the overhead doors not to exceed \$900.00 by Trustee DeHart and 2nd by Trustee Lael

Upon roll call vote, all voted AYE,

MOTION PASSES.

President Lopez opened discussion and approval of the Appointments to the Zoning Board of Appeals/Plan Commission.

Motion to appoint Anthony Mohler to the Zoning Board of Appeals/Plan Commission by Trustee Lael and 2nd by Trustee Ralph Irons

Upon roll call vote, all voted AYE,

MOTION PASSES.

President Lopez opened discussion and approval of the Purchase of Building Code Materials. Attorney Brokaw said the Village needs to have 3 copies of the books and if it did not join, it would be \$1,300 for the books; if the Village spent \$160.00 to join the books would cost \$980.00.

Motion to approve joining and purchasing 3 copies of the books not to exceed \$1,200.00 by Trustee Lael and 2nd by Trustee DeHart.

Upon roll call vote, all voted AYE,

MOTION PASSES.

EXECUTIVE SESSION:

A motion was made by Trustee Ralph 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 Leigh Irons seconded the motion.

The Board went into Executive Session at 7:16 pm.

The Board returned from Executive Session at 8:10 pm.

President Lopez opened discussion and approval of the Hiring of an Administrative Assistant.

Motion to hire Jen Laub as an administrative assistant \$20.00 per hour at 20 hours per week 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 the Employment Ad for the Secretary Position.

Motion to place an ad for the Secretary position on Indeed by Trustee Leigh Irons 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 8:13 pm. The motion was made by Trustee Raftis and 2nd by Trustee Ralph Irons.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: November 2, 2023

Village Clerk

Date