

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 7, 2023, at the Jerome Civic Center, 2901 Leonard Street, Jerome, Illinois. 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  
Dale Lael, Trustee of Building & Zoning  
Phil Raftis, Trustee of Public Works

Also Present:

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

Absent:

Ralph Irons, Trustee of Water Department

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**APPROVAL OF THE MINUTES:** President Lopez asked whether the Board had reviewed the November 16, 2023, Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the November 16, 2023, minutes would stand approved as presented.

Motion to approve the November 16, 2023, Meeting Minutes as presented by  
Trustee Leigh Irons and 2nd by Trustee DeHart

Upon roll call vote, all voted AYE;

**MOTION PASSES.**

**APPROVAL TO PAY BILLS:** President Lopez asked whether the board had reviewed Warrant List 24-15 dated December 7, 2023, totaling \$75,930.73. Treasurer Sweet stated the breakdown of the amount that \$13,123.84 will be paid from the General Revenue Fund, \$5,948.52 will be paid from the 1% Fund, and \$56,858.37 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 24-15 as presented.

Motion to Approve the Warrant List 24-15 totaling \$75,930.73 as presented by  
Trustee Lael 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 6:35 pm.

Clerk Cave reported receiving no emails.

This portion of the meeting closed at 6:36 pm.

President Lopez stated that if anyone wants to bring in a new unwrapped toy for Toys for Tots we are collecting them through December 14, 2023. President Lopez stated that he has not hear about the Shop n Save development. On December 21, 2023, Abbey Powell, Sangamon County Economic Growth Alliance will be here to discuss Economic Development in light of the Scheels development.

President Lopez spoke with Benton & Associates today and they will be forwarding the Iles project to Senator Doris Turner for help on funding.

## **REPORTS:**

Trustee DeHart stated she has been working on complaints about trash in yards on Iles. Also fire pit requests are all done for the year, but she has been questioned on why they are not year round.

Trustee Raftis had nothing to report.

Trustee DeHart stated she is reviewing the Civic Center forms for new rules and regulations for new staff.

Trustee Lael stated he has not had any contact with Yummy Yummy and he has called Sangamon County for the inspections. They have not been there to inspect. President Lopez stated he will send a formal letter to Sangamon County tomorrow.

Trustee Leigh Irons stated that the 2 possible officers passed their power test yesterday. They will be moving forward to the academy in January 2024.

Dave Wilken stated that there were several hydrants leaking and they were replaced. Dave will be digging, as the weather permitting. Attorney Brokaw asked if the City has responded to the emails from Dave? Dave stated no he had not received any work back from them. Dave stated that the water leak at Urban/Park was CWLP's main, not the Village of Jerome's. Dave explained that the Village water lines are from West Edge of Park to Chatham Road, everything East of the Park belongs to CWLP.

Clerk Cave stated FEMA grant has been uploaded and is moving through the process. President Lopez stated that Bingo begins the 3<sup>rd</sup> Sunday in January from 1 pm to 4 pm.

Attorney Brokaw had nothing to report.

**TREASURER REPORTS:** Treasurer Sweet presented to the Board of Trustees the Financial Status via email for November 16, 2023. Revenues: No revenues to report at this time. Funds: Currently there is approximately \$1,125,654.89 in the Illinois Funds GRF account and \$246,689.64 in the MFT funds. There is approximately \$92,679.65 in the INB GRF account and \$104,497.94 in the INB Water account. The other bank account balances are as follows: Law Enforcement - DUI – \$55.36; Law Enforcement – Vehicle - \$651.89; 1% NHR - \$452,292.45; Road & Bridge - \$30; and Police Equipment Fund - \$2,893.88, Cannabis Fund - \$1,869.94, MFT-Rebuild Illinois fund – \$84,271.94, and the American Rescue Plan Fund \$52,399.46.

**OLD BUSINESS:** President Lopez opened discussion and approval of Time Management App. December 18, 2023 at 10 am Locus will provide the Village a demo on the Time Management App and also texting and emailing water bills. President Lopez, Ralph Irons and Beth will be sitting in on the training and possible upgrade.

President Lopez stated that the Board needs to table the Hourly Rate for Part-time Officers and Hiring of Police Department.

President Lopez opened discussion and approval of Ordinance 24-04 Adopting a Paid Leave for All Workers Policy for Village Employees. Attorney Brokaw stated that he brought a draft of what the Village could implement. The paid leave act takes effect January 1, 2024 and the Village will need to approve something at the next meeting. Attorney Brokaw stated that other entities had removed their personal days and replaced them with the 40 hours.

**NEW BUSINESS DISCUSSION:** President Lopez opened up discussion and approval of the Appointment of a Public Health and Safety Trustee. President Lopez stated that he would like Alan to think about it and they will talk before the December 21, 2023, President Lopez asked to table this until the next meeting.

President Lopez opened up discussion and approval of the Purchase of Signage Required for Road Closures. Dave stated that if Public Works need to have a permit for any lane closure when they are doing work within 3 ft of pavement. Dave suggested to purchase appropriate signage with arrow boards with reflective lighting when they have 2 different areas of water work. Total costs would be \$1,117.80, rental of the signage is \$1,400.00.

Motion to purchase the signage required for road closures not to exceed \$1,200.00 by Trustee Raftis and 2nd by Trustee Lael  
Upon roll call vote, all voted AYE,  
**MOTION PASSES.**

President Lopez opened up discussion and approval of Resolution 03-24 Listing the Date, Time, and Place of Village of Jerome Board of Trustees Regular Meetings for 2024.

Motion to approve Resolution 03-24 Listing the Date, Time, and Place of Village of Jerome Board of Trustees Regular Meetings for 2024 by Trustee Leigh Irons and 2nd by Trustee Lael  
Upon roll call vote, all voted AYE,  
**MOTION PASSES.**

President Lopez opened up discussion and approval of the 2024 Village of Jerome Observed Holidays. Clerk Cave read the observed holidays to the Board.

Motion to approve the 2024 Village of Jerome Observed Holidays by Trustee Leigh Irons and 2nd by Trustee DeHart  
Upon roll call vote, all voted AYE,  
**MOTION PASSES.**

President Lopez opened up discussion about Opening the Village Park Year Round. Trustee DeHart stated that she has been contacted as to why the Park is closed in the late fall and winter season. Trustee DeHart stated that she has contacted the Village Insurance Company, IML, and they have no issues with the park being open all year long. Dave stated that he pulls the swings indoors in the winter because the weather will break and crack the swings. Trustee DeHart states that it is a cost of having the park to replace items that deteriorate. Trustee DeHart stated that she has reached out to Springfield Park District, and they inspect their parks once a week, and Trustee DeHart stated that the Village should have a rigorous inspection report. Trustee DeHart stated also that school-age children who go to school are still outside on the school's playground equipment so why would the Village Park be any different.

President Lopez opened up discussion and approval of Ordinance 24-05 Levying and Assessing Taxes for the Village of Jerome, Illinois for the Fiscal Year Ending April 30, 2024. Attorney Brokaw explained that the assessment of taxes is for police protection and for street lighting, totaling roughly \$26,000.00.

Motion to approve Ordinance 24-05 Levying and Assessing Taxes for the Village of Jerome, Illinois for the Fiscal Year Ending April 30, 2024 by Trustee Leigh 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 Leigh Irons seconded the motion.

The Board went into Executive Session at 7:18 pm.

The Board returned from Executive Session at 8:00 pm.

**ADJOURNMENT:** With no further business, President Lopez asked for a motion to close the meeting at 8:01 pm. Motion was made by Trustee Raftis and 2nd by Trustee Leigh Irons.

**PREPARED BY:** Lisa Cave, Clerk

**DATE APPROVED:** December 21, 2023

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Village Clerk

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Date