



# WELCOME TO JEROME

Dear New Jerome Resident:

On behalf of the Jerome Board of Trustees and our Village residents, I welcome you to our community. As you will soon see, we are very proud of our community and its small town atmosphere. The Village officials, employees and residents work hard to maintain our community and keep it economically strong.

We look forward to your participation in making a difference in our community by becoming involved. We encourage you to patronize our Village businesses; our support of them will help keep Jerome financially sound.

I hope this newsletter will answer some questions you might have as a new resident. If you have other questions after reading this newsletter, do not hesitate to contact me, a Trustee or Village employee at the Village office.

Again, welcome to Jerome!

Michael P. Lopez

Village President

2015

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### Village Municipal Building

2901 Leonard Street  
Springfield, IL 62704

Telephone: (217) 546-2203  
Fax: (217) 546-7240  
Email: [jeromevillage@comcast.net](mailto:jeromevillage@comcast.net)  
Web: [www.villageofjerome.com](http://www.villageofjerome.com)

Office Hours: 10:00 a.m.—4:00 p.m.  
(unless otherwise posted)

### Jerome Police Department

1610 Reed Avenue  
Springfield, IL 62704

Telephone: (217) 546-5954  
Emergency: 911  
Non-Emergency: (217) 753-6666

### Village President

Michael P. Lopez

### Village Trustees

Virginia L. Bayless  
Lynda K. Chilton  
Dale E. Lael  
Beth Monnat  
Ben Wagens  
Rob Winchester

### Village Clerk

Leigh Irons

### Village Treasurer

Stephan J. Roth

## HISTORY OF JEROME & GENERAL INFORMATION

The Village of Jerome was established in March 1939 as an independent municipality. When the Village was established, the offices of Village President, Village Clerk, Village Treasurer and six (6) Trustees were created. Since 1939, eleven Village Presidents have served the Village of Jerome.



The Village of Jerome is located within Woodside Township, in Sangamon County. The Village is bounded to the east by Lincoln Avenue, to the north by Iles Avenue, to the west by Chatham Road and to the south by Wabash Avenue. Based on the 2010 Census, the population of the Village of Jerome is approximately 1700. Within the Village are approximately 830 households, 88 businesses and 1 church.

## MUNICIPAL OFFICE

At the Municipal Office, which is adjacent to the Village Hall, you can pay your water bill, obtain copies of ordinances, apply for a demolition or building permit, as well as a variety of other services.



The Village Office is open Monday through Friday from 10:00 a.m. until 4:00 p.m., unless otherwise posted. The office is closed in observance of the following legal holidays:

- |                  |                               |                         |
|------------------|-------------------------------|-------------------------|
| New Year's Day   | Martin Luther King's Birthday | Lincoln's Birthday      |
| Presidents' Day  | Memorial Day                  | Independence Day        |
| Labor Day        | Columbus Day                  | Veteran's Day           |
| Thanksgiving Day | Day after Thanksgiving        | Christmas Eve Afternoon |
| Christmas Day    |                               |                         |

## JEROME CIVIC EVENTS

Each year the Village holds various civic events for our residents and their families. Each civic event has a committee of volunteers who solicit donations for these events in order to keep costs to the Village minimal. We hope you will volunteer or at least participate in these events. The following events are held annually, if funds are available:

July 4th Celebration

Safe Trick or Treat Halloween Party

## **JEROME BOARD OF TRUSTEES**

The Jerome Board of Trustees meets to conduct official Village business at 7:00 p.m. on the first and third Thursdays of each month in the board room of the Village office or the Civic Center general purpose room.

We encourage and invite all residents to come to Board meetings. If you wish to speak at a Board meeting please contact our Village Clerk by twelve o'clock noon on the Tuesday before the meeting to be included on the agenda.

If your issue involves a particular department you will need to contact the Trustee in charge of that department.

## **JEROME VILLAGE CLERK**

The Village Clerk is responsible for maintaining all Village records including Village Board minutes, resolutions and the Village Code of Ordinances. The Village Clerk also responds to inquiries from the public for official Village documents in accordance with the Illinois Freedom of Information Act.

The Village Clerk is the Election Official for the Village and is responsible for maintaining and processing all documents received from candidates seeking elective office in the Village. The Village Clerk provides voter registration for residents wishing to vote in elections. Please call the Village office to arrange a time to register or transfer your voting registration.

## **VILLAGE DEPARTMENTS**

The Village of Jerome consists of several departments that carry out its operations. The following generally describes each department and the area it governs. If you have questions about any of these departments, please contact the Village office to be put in touch with the appropriate Trustee.

## **WATER DEPARTMENT**

The Village of Jerome purchases water from the City of Springfield and collects sewer charges for the Springfield Metro Sanitary District.

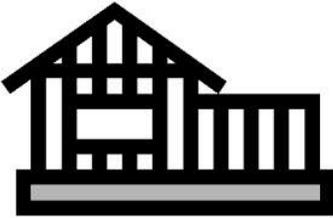
A \$75.00 security deposit is required to have water service in certain areas of Jerome. In other areas residents purchase their water directly from the City of Springfield. Water bills for Jerome water customers are usually mailed on the 5th day of the month and are due on the 17th day of the month. Mailing date and due date may occasionally vary. In accordance with Ordinance 600.1-9, if you receive a water bill for 2 months' water usage the water bill must be paid in its entirety by the due date shown or water service will be turned off. There is a \$50.00 fee for restoring water service.



A \$25.00 charge will be assessed for a NSF check. If you issue two NSF checks in one year your water bill must be paid in cash.

## BUILDING & ZONING DEPARTMENT

Building Permits are required for new construction and certain types of home improvements, such as fences, patios, and room additions. Please check with our Building & Zoning Trustee if you are unsure if a Building Permit is required for your project. Work inside your home does not require a permit; however, all contractors must be registered with the Village. The Building & Zoning Department is responsible for reviewing all construction plans prior to issuing a building permit, as well as issuing a demolition permit. The Trustee over this department governs the issuance of building and demolition permits. Building permit and demolition permit forms are available at the Village office.



An application for a building permit must be completed and submitted to the department Trustee along with a dimensioned drawing of your plan, if appropriate, along with the required fee. Any resident wishing to alter the use of land or buildings in the Village in any manner must comply with the Village ordinances governing construction.

The **Jerome Zoning & Planning Commission** regulates building and zoning issues in the Village. The Commission is composed of 7 Board members, the Village President and Building & Zoning Trustee. Commission members are recommended by the Village President and approval by the Village Board. The Commission's purpose is to regulate construction, reconstruction, alteration and use of any buildings or structures of land, whether residential or business.

## PUBLIC SAFETY—POLICE DEPARTMENT

Acting Chief Craig Kennedy oversees the Jerome Police Department. The Police Department provides 24 hour police coverage for the Village through a plan of community policing. The Police Department is accessible through the Sangamon County Sheriff's dispatcher for emergency calls and at the Village Police office for non-emergency calls. To reach the Village of Jerome Police Department and its officers, please call:

<u>Emergency</u>	<u>Non-Emergency</u>
911	753-6666 (for immediate response)
	546-5954 (will respond at earliest opportunity)



## PUBLIC PROPERTY

The Public Property Department is responsible for the purchase and maintenance of Village property. Control over the Municipal Complex, Civic Center, Village Library and Jerome Memorial Park lies within this department.

Please visit our family friendly Park located at 1616 Reed Avenue, and also stop by our lending Library in the little brick house next door to the park. Current Library hours are Saturdays 10:00 a.m. until noon and Mondays 1:00-3:00 p.m. and 6:00-8:00 p.m., providing our volunteers are available.

## PUBLIC HEALTH DEPARTMENT

The Public Health Department is responsible for enforcing ordinances including, but not limited to, burning, garbage, inoperable automobiles and control of animals. Although the Village does not permit yard waste or trash burning, a resident may apply for an Evening Fire Permit at the Village office. This permit allows bonfires between April 1st and November 30th.

If there are public health issues, a resident can call the Village office at 546-2203 or contact the Public Health Trustee to file a complaint. The identify of the resident filing the complaint will not be disclosed. The complaint will then be investigated to determine whether a violation exists. If a violation does exist, the resident and/or owner of the property will be notified and required to take corrective actions. Fines and penalties will be assessed, if necessary, and as permitted by the relevant ordinance.

The Jerome Public Health Department arranges for the Sangamon County Health Department to come to the Village Civic Center in the Fall of each year to make flu shots available to the community.

Our Public Health Department is also responsible for providing recycling bins. These bins can be purchased for \$10.00 at the Village office.

## STREET DEPARTMENT

The Jerome Street Department provides many services for our residents, including, but not limited to the following:

- Annual Village Clean-up usually scheduled in late August and early September.
- Branch pick-up, when funds are available.
- Snow removal and salting of streets. (contact Village office regarding “No Parking” areas during heavy snowfall.)
- Mosquito spraying which usually begins in late May and continues through late September.
- Off-street parking, at a resident’s request. For a cost, we will install an off-street parking area.
- Maintains streets.
- Maintains water system for Jerome water customers.



## VILLAGE WEBSITE & BULLETIN

Please visit our Village website at:

[www.villageofjerome.com](http://www.villageofjerome.com)

We try to keep our website up to date with all matters concerning the Village. Please visit the site for information concerning village events and news.

Several times a year we publish a Jerome Bulletin to keep you informed of important dates and activities.