

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, November 7, 2024, 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
Katrina Christofilakos, Trustee of Public Property
Kathy DeHart, Trustee Public Health
Leigh Irons, Trustee of Public Safety
Ralph Irons, Trustee of Water Department
Dale Lael, Trustee of Building & Zoning
Phil Raftis, Trustee of Public Works

Also Present:
Jason Brokaw, Attorney, Giffin, Winning, Cohen & Bodewes, PC
Lisa Cave, Village Clerk
Emily Snow, Village Treasurer
Steve Roth, Executive Assistant

President Lopez asked for a moment of silence for Richard McConnell and Sharon Masterson, both were long term residents of the Village who recently passed away.

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the October 17, 2024, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the October 17, 2024, minutes would stand approved as presented.

Motion to approve the October 17, 2024, Meeting Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE; except Trustee Christofilakos and Trustee Raftis who voted present

MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 25-12 dated November 7, 2024, totaling \$154,346.41. Treasurer Snow stated the breakdown of the amount that \$117,021.54 will be paid from the General Revenue Fund, \$389.82 will be paid from the 1% Fund and \$36,935.05 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 25-12 as presented.

Motion to Approve the Warrant List 25-12 totaling \$154,346.41 as presented

By: Trustee Leigh Irons and 2nd by Trustee DeHart

Upon roll call vote, all voted AYE;

MOTION PASSES.

Jason Brokaw, Attorney for the Village, read into the minutes the rules for public comment for review for residents addressing the Board. *102.1-4a ***B. Except during the time allotted for Public Comment, no person other than a member of the Board shall address that body, except with the consent of two of the members present. When allowed to speak by the consent of two members of the Board, an individual may be allotted up to five minutes by the Village President to present their points. C. Public Comment. 1. Any person speaking during Public Comment shall limit his or her comments to no more than five (5) minutes. 2. During Public Comment, members of the general public may address the Corporate Authorities with concerns or comments regarding issues that are relevant to Village business. All members of the public addressing the Board of Trustees shall, at all times, maintain proper decorum and conduct themselves in a civil manner. All public comment shall be addressed to the Board of Trustees as a whole. Speakers shall use every attempt to not be repetitive of points that have been made by others. 3. There shall be no debate on matters raised during public comment. However, the Board of Trustees may refer any matter of public comment to the appropriate Village staff or official for review, or may place the matter on a subsequent agenda for discussion. 4. No final action may be taken on any public comment or concern which requires an ordinance, resolution, or written contract, or which has the effect of approving any expenditure of funds. The corporate authorities may, however, direct that any matter raised be set for a future agenda, including the preparation of ordinances, resolutions or other documents for consideration at such time. (03-03-16) 5. When any or all of the requirements of the Open Meetings Act, 5 ILCS 120/1 et seq., related to in-person attendance or physical presence at meetings are suspended by legislative action of the General Assembly or Executive Order of the Governor of Illinois, the Village will provide the public with a way to remotely attend the meeting. Anyone desiring to address the Village Board during public comment must email the individual's comments to the Village Clerk at least thirty (30) minutes prior to the scheduled start of the meeting. During the Public Comment portion of the meeting, the Village Clerk will present the properly submitted comments. (4-2-2020)*

PUBLIC COMMENTS: President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:38 pm.

There were no public comments.

OLD BUSINESS: President Lopez stated he received an email today regarding an update on Iles Ave. Stephanie from Benton & Associates had a meeting with PH Broughton and they discussed that unfortunately with the delay with the AT&T fiber optics and the weather they have agreed to start the roadwork in the Spring of 2025. The Village is locked in with the bid price. PH Broughton has started the storm sewer pipe and things are moving towards the road being completed in the Spring.

President Lopez opened discussion and approval of the Bid for Tree Removal at 3030 ½ Chatham Road. Trustee Christofilakos stated that Dave had received one bid from Throop & Son Tree Service, Inc.

Motion to Approve the Bid for Tree Removal at 3030 ½ Chatham Road not to exceed \$4,000.00 by Throop & Son Tree Service, Inc. By Trustee Christofilakos and 2nd by Trustee Raftis
Upon roll call vote, all voted AYE;
MOTION PASSES.

Discussion took place on obtaining a bid for the maple tree in front of the library and the tree on Homewood. Trustee Ralph Irons asked if the Village paid to remove the tree on Homewood would the Village be able to place a lien on the property owners for reimbursement. Attorney Brokaw stated he believed so and will look into that and get back with the Board.

President Lopez opened discussion and approval on the Purchase of Owl 3 with Accessories. Trustee Christofilakos asked to table the discussion until the next meeting. Clerk Cave stated that at the last meeting Attorney Brokaw stated that we could possibly get a demo of the Owl 3 to see how it would work prior to purchasing and Trustee Christofilakos was not present during that meeting.

NEW BUSINESS: President Lopez opened discussion of the Animal Ordinance and Possible Revisions. President Lopez asked Attorney Brokaw and Clerk Cave to send the ordinance out to the Trustees for their comments. President Lopez asked each Trustee to mark it up and send in their changes for discussion at the next meeting. President Lopez recommended that the Police Department should be serving any letters or papers to any residents and not the Trustees, for safety purposes.

President Lopez opened discussion and approval of Ordinance 25-16 Amending Section 350.5 of the Jerome Village Code Regarding Fees for Video Gaming Terminals. Attorney Brokaw stated that the State of Illinois has approved Villages the ability to increase the Video Gaming Terminal charges from \$25.00 per machine to \$250.00.

Motion to Approve Ordinance 25-16 Amending Section 350.5 of the Jerome Village Code Regarding Fees for Video Gaming Terminals 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 Ordinance 25-17 Authorizing the Disposal of Surplus Property Owned by the Village of Jerome, Illinois. President Lopez stated the list of equipment and office equipment that is no longer needed.

Motion to Approve Ordinance 25-17 Authorizing the Disposal of Surplus Property Owned by the Village of Jerome, Illinois by Trustee DeHart and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of Ordinance 25-18 Amending Section 401.3 of the Jerome Village Code Regarding Contractor Registration. Trustee Lael asked for this to be tabled till the next meeting.

President Lopez opened discussion and approval of Suspending Water Service Disconnection when Woodside Township Pledges Financial Assistance for Water Service Customer. Woodside Township would pay \$300.00 towards a resident's water bill that is subject to disconnection if the resident pays the remaining balance. Trustee Ralph Irons stated that a resident would need to pay the balance they owe, leaving a balance of \$300.00 and the Village will allow water to stay on at the resident's home and wait for the payment from Woodside Township.

Motion to Approve Suspending Water Service Disconnection when Woodside Township Pledges Financial Assistance for Water Service Customer by Trustee Ralph Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of the Purchase of 2- 6" Water Main Valves, 3 Water Main Valve Boxes and 10- Couplers for Water Repairs. Trustee Ralph Irons stated these parts are needed for repairs to the Water Mains.

Motion to Approve the Purchase of 2- 6" Water Main Valves, 3 Water Main Valve Boxes and 10- Couplers for Water Repairs not to exceed \$4,000.00 by Trustee DeHart and 2nd by Trustee Raftis
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of a Master Service Agreement with Lexipol for Police Manuals and Supplemental Manuals for one year. Trustee Leigh Irons stated the Village receives 10% off from being a member of the Illinois Municipal League. The manuals are digital and will be able to be viewed in the vehicles, it is an interactive process, and they will review the existing policies and update as needed.

Motion to Approve the Master Service Agreement with Lexipol for Police Manuals and Supplemental Manuals for one year by Trustee Leigh Irons and 2nd by Trustee Lael
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of Updating Current Treasurer, Emily Snow as Principal Authority for Illinois Funds Account. Steve Roth stated the Village needs to update the Current Treasurer as Principal Authority for the Illinois Funds Account.

Motion to Approve Updating Current Treasurer, Emily Snow as Principal Authority for Illinois Funds Account 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 Adding Clerk, Lisa Cave and Current Treasurer, Emily Snow as Authorized Representatives for Illinois Department of Revenue and MyTax. Steve Roth stated the Village needs to update the Current Treasurer and Clerk for the Illinois Department of Revenue and MyTax.

Motion to Approve Adding Clerk Lisa Cave and Current Treasurer, Emily Snow as Authorized Representatives for Illinois Department of Revenue and MyTax 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 Annual Property Tax Levy Estimate. Attorney Brokaw stated that the estimate for the Annual Property Tax Levy Estimate totaling \$28,114.67. Attorney Brokaw stated he will provide the ordinance in December but will need the Board to accept the estimate for the Ordinance.

Motion to Approve the Estimate of the Annual Property Tax Levy by Trustee Ralph Irons and 2nd by Trustee Lael
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez stated he wanted to thank everyone for attending the Halloween Festivities of the Village. President Lopez stated that they had 90 people attend the Fall Festival and he wanted to thank Trustee Christofilakos and Hyvee for over \$300 of pumpkins, apple cider and candy. President Lopez thanked Trustee Leigh Irons, Trustee DeHart and Trustee Lael for distributing candy on Halloween. The Village had about 75 kids come by for candy.

President Lopez stated he had a 10-minute quick chat with Congresswoman Nikki Budzinski and she seemed receptive of 2.5 million dollars for water infrastructure, Iles bridge and critical infrastructure.

President Lopez announced he will be running one more time for Village President this would be his final term if he is reelected. President Lopez has been on the Board since 2003 and was elected President in 2013.

President Lopez also stated he received some disparaging calls regarding signs at the entrance of the building during election day. President Lopez made several calls to Don Gray and others to verify the placement of signs. It is sad that we dictate policy in social media and how public officials are treated.

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 7:16 pm.

The Board returned from Executive Session at 7:42 pm.

President Lopez opened discussion and approval of the Hiring of Police Officer(s).

Motion to Approve the Hiring of Police Officer of Tajay Small contingent on background check and passing the power test at \$25.00 per hour plus benefits on 1/6/25 by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE; except Trustee Raftis voted present.

MOTION PASSES.

President Lopez opened discussion and approval of Academy Enrollment for Police Officer(s).

Motion to Approve the Academy Enrollment for Police Officer(s) for Tajay Small by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE; except Trustee Raftis voted present.

MOTION PASSES.

REPORTS:

Trustee DeHart stated the Village has an increase of dog problems in the neighborhood. The resident that was attacked was walking her dog and was attacked again by a loose dog. There are 4 pit bulls that are a year old that have been escaping their yard. Trustee DeHart made contact with the owner, and she was not happy to have received a phone call. The owner will be working on repairing her fence to contain her animals. Flu Clinic had 14 people come and Sangamon County Emergency Services polled those individuals on planning etc. Halloween was a great turnout with 75 trick or treaters, and she stated it was beneficial blocking the street. The home at 1713 W Iles is in foreclosure and is a disaster inside and smells of sewage. The owner is in a nursing home. Trustee DeHart stated she is working on public information on rules and regulations for the Village, examples save a tree, service dogs, fire safety month and will be looking at dates and will post on Facebook.

Trustee Raftis had nothing to report.

Trustee Christofilakos had nothing to report.

Trustee Lael stated he spoke with a resident regarding their rear fence they need a 6-foot fence. The neighbor has dogs that charge the 3ft chain link fence on Park Ave. The fence needs to be put in the neighbor's yard as the dogs are out of control. There needs to be fines implemented, we have cats running loose and it is ridiculous.

Trustee Leigh Irons stated she is obtaining prices on individual display speed zones and the Police Department received the taser grant which provided 4 new tasers for the Police Officers. There will be an annual fee for the tasers.

Trustee Ralph Irons stated the hydrant on Wabash Ave has been repaired. IDOT required the lane on Wabash to be down to one lane, Dave moved the valve over so in the future the Village will not be required to block the road.

Treasurer Snow had nothing to report.

Clerk Cave asked Attorney Brokaw if sending the renewals for gaming and liquor licenses could be sent electronically. Attorney Brokaw stated the Village could mail and email the packets.

Steve Roth stated he has located 55 boxes that are ready to be shredded. Steve thought about looking into a shred day for the residents and will contact Brenda Tuttle with INB to discuss the event. Discussion took place on asking for canned food for the food pantry or toys for tots. Steve has also investigated DocuSign that would be able to process signatures for payments. It would allow Trustees to sign approvals remotely. Steve also asked the Trustees to stop dumping things on the Treasurer's desk, it is not a dumping ground.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 8:09 pm. Motion was made by Trustee Leigh Irons and 2nd by Trustee Raftis.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: November 22, 2024

Village Clerk

Date