

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 21, 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
Kathy DeHart, Trustee Public Health
Leigh Irons, Trustee of Public Safety
Ralph Irons, Trustee of Water Department (left at 7:08 pm)
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

Absent:
Katrina Christofilakos, Trustee of Public Property
Steve Roth, Executive Assistant

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the November 7, 2024, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the November 7, 2024, minutes would stand approved as presented.

Motion to approve the November 7, 2024, Meeting Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee Raftis
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez asked whether the Board had reviewed the September 5, 2024, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the Executive Minutes of September 5, 2024, minutes would stand approved as presented.

Motion to approve the September 5, 2024, Meeting Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee Raftis
Upon roll call vote, all voted AYE;
MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 25-13 dated November 21, 2024, totaling \$84,803.83. Treasurer Snow stated the breakdown of the amount that \$16,314.17 will be paid from the General Revenue Fund, \$37,048.40 will be paid from the 1% Fund and \$31,441.26 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 25-13 as presented.

Motion to Approve the Warrant List 25-13 totaling \$84,803.83 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 6:35 pm.

There were no public comments.

Stephanie Ballinger from Benton & Associates was present to give a status update on the Iles Road project. Stephanie stated that PH Broughton is requesting an extension to the deadline to complete the road and would like the extension to July 1, 2025, for completion. Prices are locked in. Stephanie stated that there is one change order for the exploratory boring that was done which totaled \$3,600.00. Trustee DeHart asked on behalf of a resident if the costs for the AT&T boring should be paid by AT&T and not the Village. The answer is no, as PH Broughton wanted to ensure they did not damage the fiberoptics which is why the boring was done. President Lopez asked Stephanie to request that PH Broughton move the road closed sign down to Leonard and Iles. PH Broughton located another issue while installing the storm sewer, at 1833 & 1837 Iles there is a sanitary lateral needs relocated. PH Broughton would like to begin work tomorrow if that is ok with the Board. This will be added to change order #2. Cameron Jones requested camera video from the sanitary sewer to help locate the various laterals in the storm sewer area. The storm sewer should be completed by the end of November of 2024. PH Broughton will be maintaining the temporary patching on the easements and roadway.

NEW BUSINESS: President Lopez opened discussion and approval of the West Iles Avenue Improvements Phase 1 – Pay Application #1 totaling \$39,519.83.

Motion to Approve the West Iles Avenue Improvements Phase 1 – Pay
Application #1 totaling \$39,519.83 by Trustee Raftis and 2nd by Trustee
Ralph
Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened discussion and approval of the West Iles Avenue Improvements Phase 1 – Change Order #1.

Motion to Approve the West Iles Avenue Improvements Phase 1 – Change
Order #1 by Trustee Raftis and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

Adam, resident of Reed Ct, arrived during new business addressed the Board regarding neighbors driving through his yard and driveway tearing up his yard creating ruts, their yard has not been mowed it is all overgrown and debris in front and in the backyard including broken glass. Following discussion, a letter will go out regarding the parking issues from the Police Department, and Trustee DeHart will go by the residences for the public health violations. Attorney Brokaw stated that this issue spans over three departments, zoning, public health, and public safety.

President Lopez opened discussion and approval of Holiday Schedule for 2025.

Motion to Approve the Holiday Schedule for 2025 by Trustee Leigh Irons
and 2nd by Trustee DeHart

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of Meeting Dates for 2025. Two dates have been changed for 2025 due to the holidays. The board will meet on a Wednesday June 18, 2025, and July 2, 2025, the rest of the meetings will be held on the first and third Thursday of each month.

Motion to Approve the Meeting Dates for 2025 by Trustee Leigh Irons
and 2nd by Trustee Raftis

Upon roll call vote, all voted AYE;

MOTION PASSES.

Trustee Ralph Irons left the meeting at 7:08 pm.

President Lopez opened discussion on Sangamon County Building and Zoning County wide Agreement to Inspect Residential Properties. Attorney Brokaw stated he has not received the copy to review. president Lopez suggested asking Sangamon County to attend and discuss the agreement with the Board in the future to allow trustees to ask questions. President Lopez suggested to table this until a date can be set up.

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 Raftis seconded the motion.

The Board went into Executive Session at 7:11 pm.

The Board returned from Executive Session at 7:34 pm.

OLD BUSINESS: President Lopez stated Trustee Christofilakos is not here to discuss the Purchase of Owl 3 with Accessories and suggested we table that discussion until the next meeting.

President Lopez asked that each Trustee review the Animal Ordinance that was sent out by the Clerk and add any revisions they would like to see. A meeting will be set between Trustee Christofilakos and Trustee DeHart to meet with Attorney Brokaw to revise the ordinance. President Lopez asked that the Trustees review and bring any changes to the next meeting.

President Lopez opened discussion on the purchase of automated External Defibrillators (AED) from Stryker. President Lopez stated for transparency the Village had approved the purchase this summer, but the AEDs had not been ordered. The total approved by the Board was \$8,500 for the AED machines.

NEW BUSINESS CONTINUED: President Lopez opened discussion and approval of the Bid for Tree Removal of the Maple Tree by the Library and trim of the White pine Tree by the Parking Lot and Street Light. Costs to remove by Throop & Son Tree Service is \$2,175.00.

Motion to Approve the Bid for Tree Removal of the Maple Tree by the Library and trim of the White pine Tree by the Parking Lot and Street Light not to exceed \$2,175.00 By Trustee Leigh Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of DocuSign proposal, and a one-year agreement related to Electronic Signature of Warrants and Village Ordinances. Steve Roth could not be here tonight. Steve sent an email out to all the Trustees that he recommends having the 750 level for one year only for the costs of \$4,000.00. Steve recommended using ARPA funds to purchase the year subscription. Trustee Lael stated he does not see the need. Trustees can come down to the building and sign the papers they need to. Trustee Leigh Irons stated she wouldn't mind trying it for a year as sometimes it is hard to get things signed in a timely manner. The process would be Ruth would send out for signature to the Trustees that need to sign and once the Trustees sign the document remotely, it sends the documents back to her after all signings have been completed.

Motion to Approve DocuSign for one year at the 750-level using ARPA funding for \$4,000.00 by Trustee Raftis and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE; except Trustee Lael voted NO, President Lopez voted AYE

MOTION PASSES.

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

Motion to Approve Ashyla Williams to be a full-time police officer @ \$25,00 per hour starting May 25, 2025, pending results of the background by Trustee Leigh Irons and 2nd by Trustee Raftis
Upon roll call vote, all voted AYE;

MOTION PASSES.

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

Motion to Approve Ashyla Williams to attend the Academy on May 25, 2025, by Trustee Leigh Irons and 2nd by Trustee Raftis
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez met with Joe Aiello and Brad Carlson this week regarding homeless at the Hardees location on Wabash. President Lopez asked Chief Thomas if there had been any issues, and she had not known of any at this time. The Police Department will keep a look out.

President Lopez was at the zoning hearing on the Town and Country Mall as a resident of Jerome and that the City of Springfield Zoning was concerned that there was too much traffic at that location to allow the development of apartments and retail space. The developer is from Florida and his proposal is 36 apartments with retail space and if it did not get approved, they would walk away from the project. The City of Springfield Zoning approved the development.

REPORTS:

Trustee DeHart stated she has 3 complaints, rats on lles, dogs not on leashes running loose, and 1713 lles house in foreclosure. There is also an issue with 1539 Homewood on disconnected water with people living in the home. Toys for Tots will be ready after Thanksgiving and residents can drop off toys during office hours. Trustee DeHart said the rock pile sitting in the Village Park parking area needs to be moved or secured because we have children climbing on the rock. Trustee DeHart asked if there was somewhere else in the Village where it could be stored and not in the park parking lot. Trustee DeHart stated she has contacted Animal Control regarding two sick raccoons that were found during the day and died. Attorney Brokaw stated it is odd that they were out during the day, and it could be from poisoning.

Trustee Raftis stated Public Works repaired the heater on the backhoe. Dave has stated the remaining dump truck needs to be replaced and he suggests we replace it with a large dump truck as that is what is needed for the Village.

Trustee Christofilakos was absent. President Lopez stated that he received a report stating the Library sink is leaking in the kitchen and a handrail with the basement stairs is needed at the Library. The report also states the recommendations for replacing the toilet in the woman's restroom in the Civic Center.

Trustee Lael stated he spoke with Illini Animal Clinic and the property they own at 1712 Jerome they want to keep the garage with the animal clinic and tear it down for parking and sell off the home without the garage. Trustee Lael stated this will have to go to zoning and he is against this as it reduces the yard at the home on Jerome and they would not have any backyard or garage. Attorney Brokaw has a list that Trustee Lael asked him to review, and he is still reviewing the list. 1664 Homewood has a meter on the home but is electricity turned on? Usually, CWLP removes the meter when the electricity is off. Attorney Brokaw will report back on that location. Trustee Lael stated he is running out of patience with this property.

Trustee Leigh Irons stated Chief Thomas has equipped Tajay with uniforms and vest. Chief Thomas is reviewing the policy manual.

Trustee Ralph Irons left the meeting early but reported Dave provided a list of completed water projects for 2024. 13 hydrants replaced, 7 water service repairs due to leaks, 3 valves were replaced, and they still have 3 hydrants and 1 valve and 3 service repairs to complete. Hydrant and valve replacement on Wabash went smoothly. Repaired 1 water service on Iles Ave due to contract installing storm sewer and hitting it. Lead Service Line inventory updates will be due again on April 15, 2025.

Treasurer Snow had nothing to report.

Clerk Cave reported there are two individuals who are seeking the Village President position and three individuals who are seeking Trustee seats. There is one Village President and three Trustee seats available.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 8:15 pm. Motion was made by Trustee Leigh Irons and 2nd by Trustee Raftis.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: December 5, 2024

Village Clerk

Date