

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, May 15, 2025, at the Jerome Civic Center, 2901 Leonard Street, Jerome, Illinois. The meeting was called to order at 6:33 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
Dale Lael, Trustee of Building & Zoning
Courtney Wick, Trustee of Public Works

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

Absent:
Ralph Irons, Trustee of Water Department
Steve Roth, Executive Assistant

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the May 1, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the May 1, 2025, minutes would stand approved as presented.

Motion to approve the May 1, 2025, Meeting Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee Christofilakos
Upon roll call vote, all voted AYE;

MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 26-02 dated May 15, 2025, totaling \$27,693.72. Treasurer Snow stated the breakdown of the amount that \$14,708.24 will be paid from the General Revenue Fun, \$498.87 will be paid out of the 1% Fund, \$195.50 will be paid from MFT account and \$12,291.11 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 26-02 as presented.

Motion to Approve the Warrant List 26-02 totaling \$27,693.72 as presented
by: Trustee Leigh Irons and 2nd by Trustee Christofilakos
Upon roll call vote, all voted AYE;

MOTION PASSES.

PUBLIC COMMENTS: President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:40 pm.

President Lopez stated he will excuse himself from Executive Session tonight for interviews with potential employees to avoid a conflict of interest. President Lopez stated he does know the individuals. President Lopez also stated that things are changing, he is adding contact names and numbers to Sangamon County for any emergencies that arise. President Lopez stated with the revamp of the Police Department he is considering adding two Trustees over that Department to make the decisions. The Village is also making improvements to Public Works and is adding additional seasonal help to be more efficient this summer.

Clerk Cave received a complaint in paper form given to her by Trustee DeHart prior to the meeting that was read into the minutes. Date of Complaint *May 7, 2025*, Location of Complaint *Jerome*, Complaint Issue *Code Violation How many yards are not mowed yet! No pride so tag them: To whomever if I was looking to move to Jerome the yards/trash at the old Hardees, Furniture Store vacated by McDonalds, the dentist office vacated corner of McArthur and Wabash. I would not want to move here it's too trashy looking* Name and Address of Individual filing complaint if they wish to be contacted *Phillip Hutton 2 Owens Lane – its horrible*

Trustee DeHart stated that she had spoken to Phillip via phone and stated that unfortunately most of the areas he described are in the City of Springfield. Phillip did admit on the phone that he had noticed most of the yards had been addressed since the complaint was filed. Attorney Brokaw stated that on the City's website there is an area where anyone can file a complaint.

President Lopez closed the Visitors Acknowledgement portion of the meeting at 6:46 pm.

REPORTS:

Trustee DeHart stated she has been addressing the grass/weeds that are 10" or more, there are several yards that have not been mowed yet on Homewood, Reed, Glenn and Iles. Trustee DeHart stated personal contacts seem to get better results than sending letters. The ole Shop n Save lease agreement with the tenant's states that the tenants are responsible for the grass in the frontage easement. The tenants were not aware of that, and they are to correct that, if not the owners will make sure it is cut and charge the tenants. Trustee DeHart asked President Lopez to contact the City regarding the tree on Iles that is in the City. The tree is dead and needs to be removed. Trustee DeHart will get the address to President Lopez. Trustee DeHart also stated the easement on Bates has been resolved and she has fulfilled 33 fire pit applications. Trustee DeHart also would like to discuss at the next meeting gathering a group of volunteers on a regular basis to pick up trash throughout the Village. Attorney Brokaw stated that before the Village had required a waiver for a group like this.

Trustee Wick reported Public Works has started the limb pickup on May 12, 2025, Streets completed are Homewood Ave, W. Glenn Ave from Fillmore to Welch, Homewood Ct., Owens Lane, Barbara Court, Reed Court, Reed Ave, and Jerome Ave from Fillmore to Corbin. Public Works has also replaced 7 water services on Iles Ave for the Iles Ave project, replaced service on Leonard St, leveled and seed around fire hydrants, started patching, getting bids for crack seal of selected Village streets, and bids on repairing asphalt cuts to select Village streets. Josh Jackson will be starting with Public Works on May 19, 2025. Dave will be gone for two weeks in June, and he is preparing a list for Public Works to complete while he is out.

Trustee Christofilakos stated that the new truck will arrive mid to late June and reminded the Board of the craft/vendor event this Sunday from 1 pm to 4 pm at the Jerome Civic Center.

Trustee Lael stated he received blueprints for Wing It On at 1322 Wabash Unit B that is located next to the Asian Market, the ole Annie's. The blueprints were submitted today, and they have the approval from Sangamon County. Attorney Brokaw stated he spoke with Sangamon County, and they are still willing to do all the inspections, there will be a fee for processing, similar modification agreement that they have with Leland Grove which allows for the charge for inspection and plan fees and it will overlap with residential property maintenance.

Trustee Leigh Irons had nothing to report.

Trustee Ralph Irons was absent. Dave stated that Public Works are replacing water services on Iles and they will be exercising the fire hydrants this summer and water may be discolored.

Treasurer Snow had nothing to report.

Clerk Cave had nothing to report.

Attorney Brokaw stated he received a zoning application from Cordy.

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 DeHart seconded the motion.

The Board went into Executive Session at 7:04 pm.

The Board returned from Executive Session at 8:55 pm.

OLD BUSINESS: President Lopez opened discussion and approval of Ordinance 26-01 Authorizing Village Expenditures Pending Adoption of Annual Appropriation Ordinance. Attorney Brokaw stated this allows the Village to pay the bills prior to the adoption of the Annual Appropriation Ordinance.

Motion to Approve Ordinance 26-01 Authorizing Village Expenditures
Pending Adoption of Annual Appropriation Ordinance by Trustee Lael and 2nd
by Trustee Leigh Irons

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of Resolution 02-26 Approving an Agreement for Consulting Services Related to Public Works Projects. President Lopez stated this agreement will allow previous Trustee Phil Raftis to help complete the Iles Ave repairs and report to the Board. This will allow Phil to deal with the vendor and Benton in the absence of Dave while he is on vacation and allow the

project to be completed within the time frame and help with the transition of Public Works to Trustee Wick. The agreement is for \$300.00 per month May – August of 2025.

Motion to Approve Resolution 02-26 Approving an Agreement for Consulting Services Related to Public Works Projects by Trustee Leigh Irons and 2nd by Trustee Christofilakos

Upon roll call vote, all voted AYE;

MOTION PASSES.

NEW BUSINESS: President Lopez stated we are going to table the Trustee Department Assignments, Appointments to the Zoning Board of Appeals and Planning Commission, Discuss Potential Purchase of Police Vehicle, and Purchase of Additional License for LOCIS software due to the lateness of this meeting.

President Lopez opened up discussion and approval of Resolution 03-26 Authorizing the Allocation of Certain Tax Revenues to Expenditures Related to the Streets of the Village of Jerome, Illinois.

Motion to Approve Resolution 03-26 Authorizing the Allocation of Certain Tax Revenues to Expenditures Related to the Streets of the Village of Jerome, Illinois by Trustee Lael and 2nd by Trustee DeHart

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened up discussion and approval of Hiring a Full time Public Works Employee.

Motion to Approve Hiring Michael Rhone @ \$24.00 per hour full time pending background check by Trustee Wick and 2nd by Trustee Lael

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened up discussion and approval of Hiring a Seasonal Public Works Employee.

Motion to Approve Hiring Dominice Brown @ \$17.00 per hour for 12 weeks, pending background check by Trustee Wick and 2nd by Trustee Christofilakos

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened up discussion and approval of a Salary Adjustment for Public Works.

Motion to Approve Salary Adjustment for Dave Wilken hourly rate of \$34.62 effective May 1, 2025, by Trustee Christofilakos and 2nd by Trustee Wick

Upon roll call vote, all voted AYE; Trustee Leigh Irons voted present

MOTION PASSES.

President Lopez opened up discussion and approval of Concrete Pad for Library and Back Garage Area. Trustee Christofilakos stated that there is a need for a concrete pad behind the library for a table for events at the Library or Park, also a concrete pad for a storage area with a fence around it to allow future expansions to the shop. Trustee Christofilakos stated that only one bid was received since it is a small job. Trustee Lael asked for justification. Trustee Christofilakos stated the area would be used for events and

would be safer for residents. Trustee Lael stated he did not think the area is big enough. Following discussion, President Lopez suggested to table the discussion till the next meeting.

President Lopez opened up discussion and approval of Hiring a Police Chief.

Motion to Approve Hiring Mark Houston for a salary of \$80,000 per year, 35 hours weekly minimum, anything over 40 hours would be comp time earned at a single rate, 3 weeks' vacation for FY 26, no health insurance by Trustee Leigh Irons and 2nd by Trustee Lael

Upon roll call vote, all voted AYE;

MOTION PASSES.

Trustee Christofilakos left the meeting.

President Lopez opened up discussion and approval of Resolution 04-26 Establishing a Time and Place for a Public Hearing to Consider the Re-development Plan and Project for the Jerome TIF Redevelopment Project Area.

Motion to Approve Resolution 04-26 Establishing a Time and Place for a Public Hearing to Consider the Re-development Plan and Project for the Jerome TIF Redevelopment Project Area by Trustee Leigh Irons and 2nd by Trustee Wick

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 9:35 pm. Motion was made by Trustee Leigh Irons and 2nd by Trustee Wick.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: June 5, 2025

Village Clerk

Date