

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, June 18, 2025, 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 Public Health  
Leigh Irons, Trustee of Public Safety  
Ralph Irons, Trustee of Water Department  
Dale Lael, Trustee of Building & Zoning  
Courtney Wick, Trustee of Public Works

Also Present:  
Lisa Cave, Village Clerk

Absent:  
Katrina Christofilakos, Trustee of Public Property  
Jason Brokaw, Attorney, Giffin, Winning, Cohen & Bodewes, PC  
Steve Roth, Executive Assistant  
Emily Snow, Village Treasurer

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**APPROVAL OF THE MINUTES:** President Lopez asked whether the Board had reviewed the June 5, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the June 5, 2025, minutes would stand approved as presented.

Motion to approve the June 5, 2025, Meeting Minutes as presented by:  
Trustee Ralph Irons and 2nd by Trustee Wick  
Upon roll call vote, all voted AYE; except Trustee Lael voted present,  
President Lopez voted AYE

**MOTION PASSES.**

President Lopez asked whether the Board had reviewed the April 28, 2025, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the April 28, 2025, executive minutes would stand approved as presented.

Motion to approve the April 28, 2025, Executive Meeting Minutes as presented by: Trustee Lael and 2nd by Trustee DeHart  
Upon roll call vote, all voted AYE; except Trustee Ralph Irons and Trustee Wick voted present, President Lopez voted AYE

**MOTION PASSES.**

**APPROVAL TO PAY BILLS:** President Lopez asked whether the board had reviewed Warrant List 26-04 dated June 18, 2025, totaling \$68,291.14. President Lopez stated the breakdown of the amount that \$66,417.11 will be paid from the General Revenue Fund, \$91.94 will be paid out of the 1% Fund, and \$1,782.09 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 26-04 as presented.

Motion to Approve the Warrant List 26-04 totaling \$68,291.14 as presented  
by: Trustee Ralph Irons and 2nd by Trustee Lael  
Upon roll call vote, all voted AYE;  
**MOTION PASSES.**

Stephanie with Benton & Associates provided a progress report on Iles Ave. Stephanie stated that the original agreement was that PH Broughton would put the approaches back in the same materials as they had. Dave stressed the importance of installing the same materials as before. Stephanie stated that PH Broughton suggested it would be much easier for them to install concrete in the approaches no matter what the material was before the project started. President Lopez stated that any resident that would rather have any other material other than concrete that they would be required to sign a waiver. Stephanie asked that agenda items be tabled to the next meeting and that PH Broughton should be milling and relaying the asphalt next week.

**PUBLIC COMMENTS:** President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:43 pm.

There was no public comment.

President Lopez closed the Visitors Acknowledgement portion of the meeting at 6:43 pm.

**REPORTS:**

Trustee DeHart stated she submitted the food handling service application permit for July 4, 2025. Trustee DeHart met with the City of Springfield at 1313 Iles where they inspected the dead tree. The tree is on private property, and they will not remove it. Trustee DeHart stated she has made contact with homeowners on Glenn and Reed regarding yard debris and is working on a home on Iles with rats and other maintenance issues. 1 fire permit was approved this week and Trustee DeHart reached out to Sangamon County Public Health to see if they had any floats, but they did not and will check with Sangamon County Animal Control.

Trustee Wick stated Dave is on vacation and public works are coming in at 6 am and working till 2:30 due to the heat. Trustee Wick approved the purchase of Gatorade for public works and the police department.

Trustee Christofilakos was absent.

Trustee Lael stated that he has some items to discuss with Attorney Brokaw. The owner of 1612 Glenn hired Kuhn & Trello to inspect the home and provided the report to the Village. The home has a lot of stuff going on, work done inside without permits and has 6 cars in the driveway. Trustee Lael also stated that Jerome Mart has had a food truck there on their property that can't be there.

Trustee Leigh Irons had nothing to report.

Trustee Ralph Irons stated that Public Works has been working hard in the park and the landscaping around the municipal building.

Treasurer Snow was absent. President Lopez stated that the Auditors will be in next week and Treasurer Snow is working on getting items needed by KEB for the audit.

Clerk Cave had nothing to report.

Attorney Brokaw was absent.

President Lopez stated that the TIF Joint Review Board will meet on Monday June 30, 2025, at 11:00 am. The next board meeting will be on July 2, 2025, at 6:30 pm and the TIF Public Hearing will be at 6:30 pm on July 3, 2025. The board will meet as regularly scheduled on July 17, 2025, at 6:30 pm. President Lopez stated the Village has received a handful of entries for the July parade and Hyvee is donating the food and drinks.

**OLD BUSINESS:** President Lopez stated to table agenda item A and B under old business until the July 2, 2025, board meeting.

President Lopez asked for discussion and approval of the Appointments to Zoning Board of Appeals & Planning Commission. President Lopez asked to appoint Renee Moore, Mark Trapanese and Brandon Flanaga to the Zoning Board of Appeals & Planning Commission.

Motion to Approve the Appointment of Renee Moore, Mark Trapanese, and  
Brandon Flanaga as presented by: Trustee Lael and 2nd by Trustee Ralph Irons  
Upon roll call vote, all voted AYE;

**MOTION PASSES.**

**NEW BUSINESS:** President Lopez stated the Iles Avenue Improvements – Change Order #3 and the Contractor Partial Pay Estimate #3 would be tabled until the next meeting.

President Lopez asked for discussion and approval of item C on the agenda, waiving water and sewer costs for account 0031500000. Trustee Ralph Irons stated that the resident passed away and the water was shut off. The system will continue to charge until the meter is removed. The meter has been pulled and Trustee Ralph Irons stated that we need to clear the account and waive the \$1,282.76.

Motion to Approve the Waiving Water and Sewer Costs for Account  
0031500000 totaling \$1,282.76 as presented by: Trustee Ralph 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 7:06 pm. Motion was made by Trustee Lael and 2nd by Trustee Ralph Irons.

**PREPARED BY:** Lisa Cave, Clerk

**DATE APPROVED:** July 2, 2025

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Village Clerk

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Date