

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 5, 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
Courtney Wick, Trustee of Public Works

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

Absent:
Katrina Christofilakos, Trustee of Public Property
Dale Lael, Trustee of Building & Zoning
Steve Roth, Executive Assistant
Emily Snow, Village Treasurer

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the May 15, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the May 15, 2025, minutes would stand approved as presented.

Motion to approve the May 15, 2025, Meeting Minutes as presented by:
Trustee Leigh Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE; except Trustee Ralph Irons voted present,
President Lopez voted AYE

MOTION PASSES.

President Lopez stated that we do not have a quorum to approve the April 28, 2025, Executive Meeting Minutes and asked that they be tabled until the next meeting.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 26-03 dated June 5, 2025, totaling \$71,722.83. President Lopez stated the breakdown of the amount that \$14,639.84 will be paid from the General Revenue Fund, \$5,550.00 will be paid out of the 1% Fund, and \$51,532.99 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 26-03 as presented.

Motion to Approve the Warrant List 26-03 totaling \$71,722.83 as presented
by: Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

Stephanie with Benton & Associates provided a progress report on Iles Ave. Broughton met with Benton & Associates and Dave Wilken this morning to discuss the progress. Storm sewer drainage is in place and Broughton was reminded of the completion date of July 1, although they said it would be tight to complete by that day, they did not give a clear answer if they will be done. Stephanie stated that they have been keeping track on the blue skies days when work was not being done. Broughton's Superintendent will be on vacation from June 14 – June 22 and they will be starting on the curb June 23, 2025. Benton & Associates also applied for a grant to finish Iles from IDOT on June 1, 2025. The grant application rates on project readiness and the disadvantage assistance. Stephanie stated she is unsure how the Village will score on the grant.

NEW BUSINESS: President Lopez asked for discussion and approval of item C on the agenda, approval of the Supplemental Resolution to Close out the 2024 MFT Program and Expenditure Statement. Stephanie stated that the original approved MFT program for 2024 showed \$42,000 would be spent, and the total was \$75,633.90 in approved MFT expenditures. The Supplemental adds the \$33,645.00 of expenses to the 2024 MFT Program.

Motion to Approve the Supplemental Resolution to Close out the 2024 MFT Program and Expenditure Statement as presented by: Trustee Wick and
2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez asked for discussion and approval of item b on the agenda, approval of the 2025 MFT Program Including IDOT Resolution. Stephanie stated that the MFT program for 2025 anticipates the remaining Rebuild Illinois Funds that need to be spent by July 1, 2025, totaling \$39,000, the balance of the \$108,000 in Rebuild Illinois Funds, for approved MFT expenditures.

Motion to Approve the Supplemental Resolution to Close out the 2025 MFT Program Including IDOT Resolution as presented by: Trustee Wick and
2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

Joe Malek, WC Media presented to the Board the desire of WC Media to install another billboard 10 x 20 digital on one side for the North bound traffic on Chatham Road and the South Bound traffic would have a static sign that could be utilized by the Village, ex: Village of Jerome and to promote any special events

promoted by the Village. WC Media will end up having to move from their current location, and they have been in talks about purchasing the strip mall on Chatham Road. Joe presented to the Board visual pictures of google earth with the sign.

PUBLIC COMMENTS: President Lopez opened the Visitors Acknowledgement portion of the meeting at 7:01 pm.

Shawn Stillman, resident on Iles, stated that people are running the stop signs at Park/Iles. Trustee Leigh Irons stated the Police are out and are stopping individuals and unfortunately it is happening everywhere.

President Lopez closed the Visitors Acknowledgement portion of the meeting at 7:05 pm.

REPORTS:

Trustee DeHart stated garage sales start tomorrow; there are several yard signs throughout the boundaries of the Village. Trustee DeHart stated she has issued 3 fire permits, and one is pending. Trustee DeHart stated there are a lot of issues with tall grass, weeds, yard waste and landscaping issues that residents feel are attracting raccoons, possums and snakes. Trustee DeHart stated there is a cat on Alberta and a mailman was bit by a dog on Leonard. She is unsure if there was a police report, but she is waiting for a report from USPS. Trustee DeHart stated there is one problematic house on Iles that is going into foreclosure. Trustee DeHart is also working on dead trees in the Village and the overgrowth of sight issues with trees and overgrown landscaping around fire hydrants. Trustee DeHart asked about the left-over items for the garage sales, Trustee Wick stated she has arranged Habitat to come pick up that day. Trustee DeHart also stated she had asked Dave about the pothole near the municipal complex and Dave stated currently they fill it with rock until it can be fully repaired this summer.

Trustee Wick had nothing to report.

Trustee Christofilakos was absent.

Trustee Lael was absent.

Trustee Leigh Irons stated the Police Department has completed their taser training.

Trustee Ralph Irons stated that Public Works has seeded the areas around the hydrants that were replaced earlier this year.

Treasurer Snow was absent.

Clerk Cave had nothing to report.

Attorney Brokaw stated he received a zoning application from Korte and after reviewing the plan, some items were missing. Attorney Brokaw stated that after the Zoning Board Appointments, the Zoning Board will meet to hear the proposed zoning change to the property.

President Lopez stated the Joint Review Taxing Bodies met on June 3, 2025, at 1:00 pm and will meet again on June 17, 2025, at 1:00 pm. The public hearing will be on July 3, 2025, and the Board will consider passing the TIF proposal the beginning of August. President Lopez reminded everyone of the Fourth of

July parade and he is asking for help. Hyvee has agreed to provide hotdogs, buns, chips, and water. The Civic Center will be open that day.

OLD BUSINESS: President Lopez gave out the Trustee Assignments effective immediately. Building & Zoning Trustee Lael with Backup Trustee DeHart, Public Health, Trustee DeHart, backup Trustee Lael, Public Property, Trustee Christofilakos backup Trustee Wick, Public Works, Trustee Wick backup Trustee Christofilakos, Police, Trustee Leigh Irons, backup President Lopez, Water, Trustee Ralph Irons, backup Trustee Leigh Irons.

President Lopez opened discussion and approval of Appointments to the Zoning Board of Appeals and Planning Commission. President Lopez would like to appoint Shawn Stillman, Joe Cannella, David Bruce, and Dave Duvall to the Zoning Board of Appeals and Planning Commission.

Motion to Approve the appointment of Shawn Stillman, Joe Cannella, David Bruce, and Dave Duvall to the Zoning Board of Appeals and Planning Commission 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 Purchase of Police Vehicles. Trustee Leigh Irons presented 3 different vehicles to the Board for consideration. Following discussion, the Board agreed that option 1 with the 2024 Ford Explorer would be the best option.

Motion to Approve the Purchase of a 2024 Ford Explorer not to exceed \$50,000.00 by Trustee Leigh Irons and 2nd by Trustee Wick
Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened discussion and approval of the Purchase of an Additional License for LOCiS Software. Trustee Ralph Irons stated he has been called numerous times with the Water Clerk not being able to sign into LOCiS and currently the program only offers 4 licenses. There is a plan for 7 licenses, and the hope is that there should not be any issues moving forward for office staff to complete their work. Police Vehicles. Trustee Ralph Irons stated the increase would be \$1,447.00 per year.

Motion to Approve the Purchase Additional License for LOCiS Software up to 7 for an increase of \$1,447.00 per year by Trustee Ralph Irons and 2nd by Trustee Wick
Upon roll call vote, all voted AYE;

MOTION PASSES.

NEW BUSINESS CONTINUED: President Lopez asked to table Ordinance 26-02 Making Appropriations for Expenses of the Village of Jerome, Illinois for the Fiscal Year Ending April 30, 2026. Attorney Brokaw stated

that there are some questions he would like to discuss with Emily prior to the Board voting on the ordinance. Attorney Brokaw provided copies of the ordinance to the Board for review.

President Lopez opened up discussion and approval of Sending Jerome Police Officers to Field Training School.

Motion to Approve Sending Joe Kink to Field Training School by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened up discussion and approval of Ordinance 26-03 Approving and Authorizing the Execution and Delivery of an Employment Agreement for Chief of Police effective July 1, 2025.

Motion to Approve Ordinance 26-03 Approving and Authorizing the Execution and Delivery of an Employment Agreement for Chief of Police effective July 1, 2025 by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened up discussion and approval of Purchasing Long Rifles for the Police Department. Trustee Leigh Irons stated that the Department needs 3 long rifles, racks, and scopes.

Motion to Approve the Purchase of 3 long rifles, racks and scopes not to exceed \$5,000.00 by Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez opened up discussion and approval Fiscal Year 2025 Audit Services by Pehlman & Dodd. Auditors will be on site during the week of June 17, 2025.

Motion to Approve Fiscal Year 2025 Audit Services by Pehlman & Dodd, by Trustee Leigh Irons and 2nd by Trustee Wick
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez asked for Ordinance 26-04 Approving and Authorizing the Execution and Delivery of an Intergovernmental Agreement Between County of Sangamon and Village of Jerome Related to Building and Property Code Inspections, Permitting, and Violations. Sangamon County will be at the next meeting to go over the agreement with the Board.

President Lopez opened up discussion and approval of Ordinance 26-05 Amending Section 100.6-2.1 of the Village Code Related to Definition of Employee. Attorney Brokaw stated in light of the turnover lately, after review, the Code needed updated.

Motion to Approve Ordinance 26-05 Amending Section 100.6-2.1 of the Village Code Related to Definition of Employee, by Trustee Leigh Irons and 2nd by Trustee Wick

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened up discussion and approval of Edging and Materials for Landscaping Municipal Complex and Library. Trustee Wick stated Trustee Christofilakos would like to purchase edging and landscaping materials around the complex not to exceed \$2,000.00.

Motion to Approve the Purchase of Edging and Materials for Landscaping at the Municipal Complex and Library not to exceed \$2,000.00 by Trustee Wick and 2nd by Trustee Ralph Irons

Upon roll call vote, all voted AYE;

MOTION PASSES.

President Lopez opened up discussion and approval of a Concrete Pad at the Rear of the Police Station for Events. Trustee Wick stated the Concrete Pad would be 18 x 24 feet and would allow a surface for events for the Village and the Police Department. Costs for the Concrete Pad is \$7,750.00

Motion to Approve an 18 x 24 Concrete Pad installed at the rear of the Police Station totaling \$7,750.00 by Trustee Wick and 2nd by Trustee Leigh Irons

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

Lopez voted AYE

MOTION PASSES.

President Lopez reminded the Board the next meeting is on June 18, 2025, due to June 19, 2025, being a holiday and the meeting after will be held on July 2, 2025, due to the Public Hearing on July 3, 2025.

President Lopez will still hold the listening session for later in June. President Lopez felt the last listening session was very productive and he appreciated all the residents that came to discuss their issues.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 8:04 pm. Motion was made by Trustee Leigh Irons and 2nd by Trustee Wick.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: June 18, 2025

Village Clerk

Date