

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, September 4, 2025, at the Jerome Civic Center, 2901 Leonard Street, Jerome, Illinois. The meeting was called to order at 6:32 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
Ralph Irons, Trustee of Water Department
Dale Lael, Trustee of Building & Zoning

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

Absent:
Leigh Irons, Trustee of Public Safety

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the August 21, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the August 21, 2025, minutes would stand approved as presented.

Motion to approve the August 21, 2025, Meeting Minutes as presented by:
Trustee Ralph Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 26-09 dated September 4, 2025, totaling \$460,880.76. Treasurer Snow stated the breakdown of the amount that \$22,425.22 will be paid from the General Revenue Fund, \$412,103.39 will be paid out of the 1% Fund, and \$26,352.15 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 26-09 as presented.

Motion to Approve the Warrant List 26-09 totaling \$460,880.76 as presented
by: Trustee Ralph Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez read a statement for the meeting. I'd like to take a moment to address some of the concerns the Board has heard regarding the recent notices issued under Section 400.3-12a of the Village Code, which relates to tree branches overhanging the public right-of-way.

First, I want to clarify that the five-day compliance period stated in the notices is not arbitrary. This timeframe is required by the Village Code and must be included in the notice under the current language of our ordinance. We understand, however, that the timing of these notices—just before a holiday weekend—was not ideal, and for that, we sincerely apologize.

Please know that while we are obligated to enforce our code, the Village is also committed to being reasonable and fair. We are prepared to exercise our enforcement discretion and not pursue further action against residents who are making good faith efforts to comply with the trimming requirements—even if they need additional time to complete the work. We simply ask that residents communicate with the Village to inform us of their progress and plans to address the issue.

Second, in response to your feedback, we are actively working with our legal counsel to review and revise the Village Code to provide for a more practical and reasonable compliance period, and to improve the clarity of the ordinance so it is easier for everyone to understand and follow.

Finally, these notices are part of a broader effort within the Village to address roadway clearances and safety. The Village is also working on its trees and vegetation located within Village right-of-way at the same time it is asking residents to address vegetation on their property.

The Board apologizes for any confusion that may have resulted from the notices and truly appreciates those who have already addressed the issues. We also appreciate the cooperation of Village residents going forward.

President Lopez also expressed his sincere apology to the Board and the public on the statements he made during the August 21, 2025 meeting. In an effort to spark engagement with the Trustees his comments were hurtful and he never intended to ever diminish the work any of the Trustees have done and continue to do. President Lopez apologized again.

Stephanie from Benton & Associates stated they are holding back \$121,110.00 for the final payment of Iles until the punchlist is complete. The report on the core samples should be in next week.

President Lopez asked for discussion and approval of Iles Ave Improvements – Pay Estimate #4.

Motion to Approve Iles Avenue – Pay Estimate #4 as presented by: Trustee
Ralph Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

PUBLIC COMMENTS: President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:50 pm.

A resident on Iles thanked the Chief regarding the speed humps but they are still disturbing the peace. She also stated Meet and Greet the Police Department was a wonderful event with food and treats for the kids. Jerome did a great job at that event.

President Lopez closed the Visitors Acknowledgement portion of the meeting at 6:52 pm.

REPORTS:

Trustee DeHart stated she has been in contact with Sangamon County Public Health and due to the low participation they will no longer hold a Flu Clinic at the Civic Center. Sangamon County Public Health will provide the flu shot Monday through Friday 8 am to 4 pm, Trustee DeHart reminded Sangamon County that the information on the Flu Clinic is for 2024 not for 2025. Trustee DeHart has approved 41 fire pits and there is still time to get one before the season ends. Trustee DeHart addressed the Shop n Save grounds not being kept up and the Realtor spoke to them to hire someone else to cut the grass and weeds. Trustee DeHart met with the Principal at Franklin Middle School regarding the lot leading from Iles to Franklin's property. Discussion took place on cleaning up the debris, possible lighting, security cameras, and signage for school crossing.

Trustee Christofilakos had nothing to report.

Trustee Lael stated he has tried to contact the tree service who sent flyer to the Village residents and they have not answered and their voicemail was full. The company has also cut trees down in the Village and are not registered with the Village. Jason will speak to the architect of 1612 Glenn and report back.

Trustee Leigh Irons was absent but Chief Houston stated that the Police Department is moving forward and will be bringing on 2 more part time officers. The new police vehicle is up and running and you will see much more presence of the Police in the Village.

Trustee Ralph Irons stated Dave will be replacing 4 -5 more hydrants by the end of the year. There are quite a few water pits that have been damaged and will be replaced. Public Works are working on filling the alligator cracks in the pavement.

Treasurer Snow had nothing to report.

Clerk Cave had nothing to report.

Attorney Brokaw stated the Zoning hearing has been set for September 30, 2025 at 1:00 pm, it will be in the Illinois Times starting September 11, 2025. This zoning hearing is for a variance.

NEW BUSINESS: President Lopez asked for discussion and approval of the Payment on the Concrete Pad by Completconcrete bill. Trustee Christofilakos stated that there are some concerns with the pad being uneven, trip hazard and that it has too much of a slope and the biggest issue is that it is not ADA compliant. Jason stated that the Board can approve or disapprove a bill. Trustee Christofilakos has asked them to fix it and adjust the bill. They are stating that it was \$3,200.00 for materials and \$4,500.00 for labor. Trustee Christofilakos believes that they should be paid for the work just would like some adjustments done to the bill.

Motion to Disapprove the bill for Completconcrete for the concrete pad at the rear of the library and have the attorney draft a letter as presented by: Trustee Christofilakos and 2nd by Trustee Ralph Irons

Upon roll call vote, all voted AYE;

MOTION PASSES.

EXECUTIVE SESSION:

A motion was made by Trustee Lael 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 7:12 pm.

The Board returned from Executive Session at 7:50 pm.

ADJOURNMENT: With no further business, President Lopez asked for a motion to close the meeting at 7:51 pm. Motion was made by Trustee Lael and 2nd by Trustee Ralph Irons.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: September 18, 2025

Village Clerk

Date