

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 18, 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
Leigh Irons, Trustee of Public Safety
Dale Lael, Trustee of Building & Zoning

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

Absent:
Kathy DeHart, Trustee Public Health
Ralph Irons, Trustee of Water Department

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the September 4, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the September 4, 2025, minutes would stand approved as presented.

Motion to approve the September 4, 2025, Meeting Minutes as presented by:
Trustee Lael and 2nd by Trustee Christofilakos
Upon roll call vote, all voted AYE; except for Trustee Leigh Irons who voted present.

President Lopez asked to table the approval of September 4, 2025 meeting minutes until the next meeting as Trustee Leigh Irons was absent that evening.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 26-10 dated September 18, 2025, totaling \$65,677.53. Treasurer Snow stated the breakdown of the amount that \$12,605.23 will be paid from the General Revenue Fund, \$74.53 will be paid out of the 1% Fund, \$28,435.07 will be paid from the Water Account and \$24,562.70 paid out of the Motor Fuel Tax Fund. President Lopez asked for a motion to approve Warrant List 26-10 as presented.

Motion to Approve the Warrant List 26-10 totaling \$65,677.53 as presented by: Trustee Leigh Irons and 2nd by Trustee Christofilakos
Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

PUBLIC COMMENTS: President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:36 pm.

Shawn Stillman, resident on Iles thanked the Chief and the Police Department. Shawn stated he appreciates the police presence. Shawn stated that there is still issues with motorists passing the school buses even with their stop signs out at Park and Iles.

President Lopez closed the Visitors Acknowledgement portion of the meeting at 6:38 pm.

REPORTS:

Trustee DeHart was absent, but she provided the following in an email to be read to the board. *Flu Shot update from Sangamon County Public Health. Letter with dates and location beginning September 23. please see my 2nd email for attachments. I attended a meeting with attorney Jason Brokaw and Trustee Lael on the new agreement with Sangamon County. I have 4 firepit inspections to complete by Saturday. Please keep an eye on drought conditions as we are forecast to get rain this weekend. In case they don't improve, we may need to ban use of firepits for a period to reduce the unintended chance of fires.*

Trustee Christofilakos stated the home at 3030 Chatham Road has been demolished. Public Works is working on the Library driveway, the railing has been repaired and the Durapatching has been completed for the year.

Trustee Lael stated he has a constant battle with the contractors not registering with the Village. Trustee Lael stated that if the Board adopts the Intergovernmental Agreement with Sangamon County the Village will need to track everyone down. It is a full time job, someone will need to cruise the Village to ensure they register. Trustee Lael stated he does cruise the Village to ensure all contractors register but when he is no longer here, someone will need to do this.

Trustee Leigh Irons asked Chief Houston if he had anything he wanted to share. Chief Houston wants to remind residents that if they are in the need of the police department they need to contact Sangamon County Dispatch at 217-753-6666 and ask for a Jerome Officer to respond. Chief stated that we lost one part time officer but we have two part time officers that have started. Shawn Stillman asked the Chief if he could give an update of the dog situation where Sangamon County Animal Control was called. Chief Houston stated that Animal Control removed 8 dogs from the residence.

Trustee Ralph Irons was absent.

Treasurer Snow had nothing to report.

Clerk Cave had nothing to report.

Attorney Brokaw stated the Auditors have provided their audit letter and Attorney Brokaw is waiting on a pending insurance claim for them to finalize. Attorney Brokaw stated that the IGA under old business should be tabled until Trustee DeHart is in attendance. Trustee Lael, Trustee DeHart and Attorney Brokaw met with Trustin Harrison with Sangamon County Zoning and had a productive conversation and the agreement has been passed out for the Board to review before the next meeting.

NEW BUSINESS: President Lopez asked for discussion of Ordinance 26-08 Approving the Tax Increment Redevelopment Plan and Project for the Jerome TIF. Attorney Brokaw stated that this ordinance has included the items that District 186 raised in the Joint Review Board meetings. Attorney Brokaw asked that the Board review the ordinance prior to approval.

President Lopez asked for discussion of Ordinance 26-09 Designating the Jerome TIF. Attorney Brokaw stated that the ordinance describes the physical location of the TIF area. Attorney Brokaw asked that the Board review the ordinance prior to approval.

President Lopez asked for discussion of Ordinance 26-10 Adopting Tax Increment Financing for the Jerome TIF. Attorney Brokaw stated this ordinance describes the funding mechanism to finance the TIF. Attorney Brokaw asked that the Board review the ordinance prior to approval.

OLD BUSINESS: President Lopez asked for Ordinance 26-04 Approving and Authorizing the Execution and Delivery of an Intergovernmental Agreement Between County of Sangamon and the Village of Jerome.

NEW BUSINESS CONTINUED: President Lopez asked for discussion and approval the Purchase of Rock Asphalt. Trustee Christofilakos stated the bid is for 62 50-pound bags for a total of \$1,364.00.

Motion to Approve the Purchase of Rock Asphalt not to exceed \$1,364.00 as presented by: Trustee Christofilakos and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

President Lopez asked for discussion and approval the Tree Bids. Trustee Christofilakos stated the bids are from Jeremiah's Tree Service, 3030 Chatham Rd is \$4,050.00, 2901 Leonard is \$1,700.00, and 1610 Reed is \$1,750.00 totaling \$7,500.00.

Motion to Approve the Tree Bids totaling \$7,500.00 from Jeremiah's Tree Service as presented by: Trustee Christofilakos and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

President Lopez asked for discussion and approval the Purchase of 2 Saw Chains with Replacement Guide Bars from Schulte Supply. Trustee Christofilakos stated the total is \$1,325.00.

Motion to Approve the Purchase of 2 Saw Chains with Replacement Guide Bars from Schulte Supply totaling \$1,325.00 as presented by: Trustee Christofilakos and 2nd by Trustee Leigh Irons

Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

President Lopez asked for discussion and approval the Extra Week with the Mini Excavator for Water and Property. Trustee Christofilakos stated an extra week is needed to finish the projects. Trustee Christofilakos stated the total is \$2,200.00.

Motion to Approve the Extra Week Rental of the Mini Excavator for Water and Property totaling \$2,200.00 as presented by: Trustee Christofilakos and 2nd by Trustee Lael

Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

President Lopez asked for discussion and approval of the Purchase of 4 loads of Pea Gravel to be Used on the Streets from Buckhart Sand and Gravel. Trustee Lael asked why Pea Gravel and not white rock? Dave stated that the chip rock bounces out and the pea gravel seems to stay in place better.

Motion to Approve the Purchase of 4 loads of Pea Gravel from Buckhart Sand and Gravel totaling \$525.00 as presented by: Trustee Christofilakos and 2nd by Trustee Leigh Irons

Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

President Lopez asked for discussion and approval of the Renewal of the Reliant One Technologies agreement for the website. The renewal is \$200.00 per month.

Motion to Approve the Reliant One Technologies Renewal at \$200.00 per month as presented by: Trustee Christofilakos and 2nd by Trustee Lael

Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

President Lopez asked for discussion and approval of Ordinance 26-11 Amending Section 101.4-5 Regarding the Purchasing Policy of the Village of Jerome. President Lopez stated that the policy is outdated as the costs for items have increased and the Village needs to be able to purchase items and waiting for board approval for anything over \$500.00 is counterproductive.

Motion to Approve Ordinance 26-11 Amending Section 101.4-5 Regarding the Purchasing Policy of the Village of Jerome as presented by: Trustee Christofilakos and 2nd by Trustee Leigh Irons

Upon roll call vote, all voted AYE; including President Lopez

MOTION PASSES.

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 Christofilakos seconded the motion.

The Board went into Executive Session at 7:07 pm.

The Board returned from Executive Session at 8:51 pm.

President Lopez asked for discussion and approval of Shredding Services and Shredding Event. Steve Roth stated that after receiving the quote for 2 hours at \$375.00 and that they were unable to be at the Large Item Drop Off on Saturday October 4th Steve recommended the Village continue with the destruction of documents that were approved by the Department of Index and Affordable Shred will destroy for \$199.00 and revisit in the future a shredding event.

President Lopez asked for discussion and approval of Hiring a Public Works Employee. Trustee Christofilakos stated she would like an ad placed on Indeed for another public works employee.

Motion to Approve an Ad for Advertising for a Public Works Employee by:
Trustee Christofilakos and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE; including President Lopez
MOTION PASSES.

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

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: October 2, 2025

Village Clerk

Date