

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, October 16, 2025, at the Jerome Civic Center, 2901 Leonard Street, Jerome, Illinois. The meeting was called to order at 6:30 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  
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  
Emily Snow, Village Treasurer

Absent:  
Steve Roth, Executive Assistant

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**APPROVAL OF THE MINUTES:** President Lopez asked whether the Board had reviewed the September 18, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the September 18, 2025, minutes would stand approved as presented.

Motion to approve the September 18, 2025, Meeting Minutes as presented by:  
Trustee Leigh Irons and 2nd by Trustee Ralph Irons  
Upon roll call vote, all voted AYE; Trustee Christofilakos voted present  
**MOTION PASSES.**

President Lopez asked whether the Board had reviewed the July 17, 2025, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the July 17<sup>th</sup>, 2025, Executive Meeting Minutes would stand approved as presented.

Motion to approve the July 17, 2025, Executive Meeting Minutes as presented by: Trustee Leigh Irons and 2nd by Trustee DeHart  
Upon roll call vote, all voted AYE;  
**MOTION PASSES.**

President Lopez asked whether the Board had reviewed the October 2, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the October 2, 2025, minutes would stand approved as presented.

Motion to approve the October 2, 2025, Meeting Minutes as presented by: Trustee Ralph Irons and 2nd by Trustee Lael  
Upon roll call vote, all voted AYE; including President Lopez voted AYE except Trustee Leigh Irons and Trustee Christofilakos who voted present

**MOTION PASSES.**

**APPROVAL TO PAY BILLS:** President Lopez asked whether the board had reviewed Warrant List 26-12 dated October 16, 2025, totaling \$101,126.56. Treasurer Snow stated the breakdown of the amount of \$54,820.44 will be paid from the General Revenue Fund, \$1,585.31 will be paid out of the 1% Fund, \$44,628.81 will be paid from the Water Account and \$92.00 paid out of the Motor Fuel Tax Fund. President Lopez asked for a motion to approve Warrant List 26-12 as presented.

Motion to Approve the Warrant List 26-12 totaling \$101,126.56 as presented by: Trustee Leigh Irons and 2nd by Trustee Ralph Irons  
Upon roll call vote, all voted AYE;

**MOTION PASSES.**

President Lopez stated that if the meeting lasts longer than 8:15 pm he will have Trustee Leigh Irons take over the meeting as he has another commitment.

**PUBLIC COMMENTS:** President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:35 pm.

Trustee Ralph Irons provided to Clerk Cave an email he received earlier that morning from Ruth about a call she received. Clerk Cave read the email into the record. *Good morning, I just had a phone call from a David Stewart (father of home owner at 1668 Homewood). He called concerning 1664 Homewood, abandoned with no water service since 2013. A tree has fallen on the roof of 1664 and Mr. Stewart intimates the tree is getting worse and he is concerned about it falling on 1668. He is wondering what, if anything, the Village can do about this situation. The previous owner of 1664 was Charles Cardosi; we have no contact information for this individual which is why I have not turned this in to Kathy as a Public Health complaint.*

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

**REPORTS:**

Trustee DeHart stated she issued 1 firepit permit and has received a complaint on cars on Homewood court. Trustee DeHart has spoken to the owner of the mini golf on Wabash in an effort to clean up the property of weeds, bushes and signs. Trustee DeHart stated that the property owner on Iles has removed the 2 dead trees.

Trustee Christofilakos had nothing to report.

Trustee Lael stated the Village is getting saturated by Air B n B's and we need to ban them. Attorney Brokaw stated the Village would need to amend the zoning code, and he is unsure if we can ban them. Trustee Lael stated that they do not contribute anything to the Village. Attorney Brokaw stated he would research it and get back to the board.

Trustee Leigh Irons wanted to thank everyone for their help on the Large Item Pickup. Thanks to Trustee Lael, Christofilakos, and Ralph Irons for helping fill the 3 dumpsters, 2 of junk and 1 for metal. Trustee Leigh Irons also thanked the board for the card. Trustee Leigh Irons stated she attended a Park District Board meeting where Officer Branham, Officer Braner and Officer Small was recognized with an award for helping apprehend a suspect who was wanted for a kidnapping attempt within four hours. The Police Department is doing a great job!

Trustee Ralph Irons had nothing to report.

Treasurer Snow stated that the audit is complete and should be presented soon. Treasurer Snow asked Trustees to watch spending.

Clerk Cave had nothing to report.

Attorney Brokaw stated he has provided the Board members with a memo that is confidential and would be discussed at the next meeting.

**OLD 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. President Lopez asked to table until the next meeting.

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. President Lopez asked to table until the next meeting.

President Lopez asked for discussion of Ordinance 26-10 Adopting Tax Increment Financing for the Jerome TIF. Attorney Brokaw stated that this ordinance describes the funding mechanism to finance the TIF. President Lopez asked to table until the next meeting.

President Lopez asked for discussion and approval of the Appointment to Fill Trustee Vacancy. President Lopez has spoken with Joe Cannella several times over the last few months, and he has agreed to serve on the Village Board. President Lopez would like to swear him in on November 6, 2025.

Motion to Approve the Appointment of Joe Cannella to Fill Trustee Vacancy  
On the Village Board as presented by: Trustee Leigh Irons and 2nd by  
Trustee Christofilakos  
Upon roll call vote, all voted AYE;  
**MOTION PASSES.**

President Lopez asked for discussion and approval of the Ordinance 26-14 Authorizing the Disposal of Surplus Property Owned by the Village of Jerome, Illinois. Trustee Christofilakos stated the items she would like to surplus would help in the redevelopment of the Library. Trustee DeHart asked to have more input from the Board before Trustee Christofilakos changed anything at the Library. After discussion, Trustee Christofilakos asked to table the ordinance.

**NEW BUSINESS:** President Lopez stated that the Mid-Year Review of Water Clerk will be discussed after executive session.

President Lopez asked for discussion and approval of Purchasing Fur PDF Editor Licenses. President Lopez stated they are \$129.99 for each license and would be a subscription annually and would be billed to the departments.

Motion to Approve the Purchasing of Four PDF Editor Licenses as presented by: Trustee Ralph Irons and 2nd by Trustee Leigh Irons  
Upon roll call vote, all voted AYE;  
**MOTION PASSES.**

President Lopez asked for discussion and approval of Resolution 04-26 Approving Tract Survey of Property at 1636 Jerome Avenue within the Village of Jerome, Illinois. Attorney Brokaw stated this is the last step to merge the three parcels into one parcel.

Motion to Approve Resolution 04-26 Approving Tract Survey of Property at 1636 Jerome Avenue within the Village of Jerome, Illinois as presented by: Trustee Ralph Irons and 2nd by Trustee Lael  
Upon roll call vote, all voted AYE;  
**MOTION PASSES.**

President Lopez asked for discussion and approval Retaining Community Liaison Consultant be tabled until the next meeting.

**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 7:04 pm.

The Board returned from Executive Session at 8:34 pm.

President Lopez asked for discussion and approval of Hiring of a Public Works Supervisor/Foreman.

Motion to Approve the Hiring of Hunter Sikes at \$27.00 per hour for the Full time Public Works Supervisor/Foreman pending background check as presented by: Trustee Ralph Irons and 2nd by Trustee Lael  
Upon roll call vote, all voted AYE;  
**MOTION PASSES.**

President Lopez asked for discussion and approval of Mid-Year Review of Water Clerk.

Motion to Approve \$1.00 per hour raise for the Water Clerk effective the next pay period after today as presented by: Trustee Ralph Irons and 2nd by Trustee Lael  
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 8:51 pm. Motion was made by Trustee Ralph Irons and 2nd by Trustee Lael.

**PREPARED BY:** Lisa Cave, Clerk

**DATE APPROVED:** November 6, 2025

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Village Clerk

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Date