

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, November 20, 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
Joe Cannella, Trustee of Public Works
Kathy DeHart, Trustee Public Health arrived 6:37 pm
Leigh Irons, Trustee of Public Safety
Ralph Irons, Trustee of Water Department
Dale Lael, Trustee of Building & Zoning

Also Present:
Lisa Cave, Village Clerk
Emily Snow, Village Treasurer

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

APPROVAL OF THE MINUTES: President Lopez asked whether the Board had reviewed the November 6, 2025, Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the November 6, 2025, minutes would stand approved as presented.

Motion to approve the November 6, 2025, Meeting Minutes as presented by:
Trustee Ralph Irons and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez asked whether the Board had reviewed the October 16, 2025, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Lopez asked the October 16, 2025, executive minutes would stand approved as presented.

Motion to approve the October 16, 2025, Executive Meeting Minutes as presented by: Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE; Trustee Cannella voted present, President Lopez voted AYE
MOTION PASSES.

APPROVAL TO PAY BILLS: President Lopez asked whether the board had reviewed Warrant List 26-14 dated November 20, 2025, totaling \$50,187.56. Treasurer Snow stated the breakdown of the amount of \$17,605.38 will be paid from the General Revenue Fund, \$595.13 will be paid out of the 1% Fund, and \$31,987.05 will be paid from the Water Account. President Lopez asked for a motion to approve Warrant List 26-14 as presented.

Motion to Approve the Warrant List 26-14 totaling \$50,187.56 as presented
by: Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

Robin Malloy with Eck, Shafer & Punke, LLP addressed the Board that the Village had a clean audit, all accounts had a positive increase except for Motor Fuel which had a loss of about \$10,000.00. Robin stated there was an issue obtaining reports due to new staff but that the Village was able to provide the reports to finish the audit.

Chief Houston addressed the Board that the Police Department located a stolen vehicle from Seven Pines on the 2900 block of Park. The individuals were attempting to carjack an individual at 8th and Black and fled the scene and ended up overheating the vehicle where they ditched the vehicle.

PUBLIC COMMENTS: President Lopez opened the Visitors Acknowledgement portion of the meeting at 6:39 pm.

Shawn Stillman thanked Public Works for raising the water pit that he had asked for at the last meeting.

Clerk Cave read an email she received from Trustee Cannella into the minutes: *Hello, I received your email address from Heather Piepenburg. I live in the Village and I wanted to reach out to share some concerns I have about the car speeders on Vernon. I am requesting speed bumps on my street. I do not know the process of getting them but I've lived here for 3 1/2 years and the speeders and reckless drivers concern me. I am a school teacher and am gone most of the day but I have captured on home camera disturbing footage of these drivers. I enjoy living in Jerome. My neighbors are mostly elderly and they are so precious to me. Speed bumps are not ideal to drive over but if it would prevent or at least slow down the reckless drivers I think it would make a big difference in my area.* The resident requested not to be named or her address listed in the minutes.

Clerk Cave received an email from Stephanie Ballinger with Benton & Associates and she read that into the minutes. *Good afternoon Everyone, I wanted to provide you with an update on this project. We have been coordinating with PH Broughton to gather all of the information and documentation required by the DCEO grant, and we believe we are nearing the grant close-out phase. We had been holding back the retainage on this contract in the amount of \$121,100.24, but now that all required documents have been received, I plan to bring the final pay estimate to the Village Board meeting on December 4. The asphalt core test results confirmed the required thickness and density, so full payment of the asphalt quantity is recommended. Please let me know if you have any questions.*

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

President Lopez wanted to thank the Police Department and the Public Works Department for all their hard work. President Lopez stated that the Festival of Trees is catching everyone's attention. President Lopez, Trustee Christofilakos and Kat Grimes will be on Sports Radio 1450 am at 8:10 am to promote the event and there is an article in the Illinois Times next week. Channel 20 also should be in attendance on Saturday. President Lopez also had reached out to the Springfield Beta Club and they have service hours that need to be completed and they offered to be greeters and for the cleanup for the Festival of Trees.

REPORTS:

Trustee DeHart stated firepit permits expire on November 30, 2025. Trustee DeHart stated that there is interest in adding an additional month and possibly going from March – November for firepit permits. Permanent Firepits would have a 3 year permit with the firepit being inspected every 3 years. Trustee DeHart is working on names with debris.

Trustee Cannella stated he met with Dave this week and he appreciated his time in driving him around learning about Public Works.

Trustee Christofilakos was absent.

Trustee Lael had nothing to report.

Trustee Leigh Irons wanted to thank the Police Department for volunteering at Hyvee. The Police Department has received a \$250.00 donation and thank you to Springfield Collision for doing some minor body work for our Police Department free of charge.

Trustee Ralph Irons stated that the 2024 Consumer Confidence Report has been completed and they are working on the Cross Connection Survey that will be online only. Cross connections were discussed that if you have a pool, you will need to have backflow prevention and this could be done with a valve in the pit to prevent water from entering the water main if a hose was left in a pool.

Treasurer Snow had nothing to report.

Clerk Cave stated that the Liquor and Gaming Licenses have gone out for renewal.

Attorney Brokaw was absent.

OLD BUSINESS: President Lopez asked if there were any questions on Ordinance 26-08 Approving the Tax Increment Redevelopment Plan and Project for the Jerome TIF. President Lopez asked to table until the next meeting.

President Lopez asked if there were any questions on Ordinance 26-09 Designating the Jerome TIF. President Lopez asked to table until the next meeting.

President Lopez asked if there were any questions on Ordinance 26-10 Adopting Tax Increment Financing for the Jerome TIF. President Lopez asked to table until the next meeting.

NEW BUSINESS: President Lopez stated that the Board will take action on the Audit for FY 2025 after the discussion in executive session.

President Lopez asked for discussion and approval of Holiday Shut Offs. Trustee Ralph Irons stated that after reviewing the dates with the holidays and shut off dates, it would not allow enough time and that he recommends postponing shut offs for November and December of 2025.

Motion to Approve the Postponing Holiday Shut Offs for November and December 2025 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 Dates for the Village Regular Board Meetings for 2026. President Lopez stated that the Village had changed the dates of the January 2026 meetings due to the Holidays being on the first Thursday of the month. January 2026 Meeting dates will be January 8, 2026, and January 22, 2026, at 6:30 pm at the Village Hall.

Motion to Approve the Dates for the Village Regular Board Meetings for 2026 as presented by: Trustee Leigh Irons and 2nd by Trustee DeHart
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez asked for discussion and approval of Holidays for 2026. President Lopez stated that these are the same holidays the Village recognizes each year.

Motion to Approve the Holidays for 2026 as presented by: Trustee Leigh Irons and 2nd by Trustee Ralph Irons
Upon roll call vote, all voted AYE;
MOTION PASSES.

President Lopez asked for discussion and approval of Extension of Seasonal/Temporary Part-Time Employee. President Lopez stated Dominice Brown has been a great asset to the Village and Dave would like him to continue for an additional 12 weeks from November 7, 2025.

Motion to Approve an Extension of an additional 12 weeks of Seasonal/Temporary Part-Time employment for Dominice Brown from November 7, 2025 as presented by: Trustee DeHart and 2nd by Trustee Leigh Irons
Upon roll call vote, all voted AYE;
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 DeHart seconded the motion.

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

The Board returned from Executive Session at 7:38 pm.

President Lopez asked for discussion and approval Audit for FY 2025.

Motion to Approve the Audit for FY 2025 as presented by: Trustee Leigh Irons
and 2nd by Trustee Ralph Irons
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 7:39 pm. Motion was made by Trustee Leigh Irons and 2nd by Trustee Ralph Irons.

PREPARED BY: Lisa Cave, Clerk

DATE APPROVED: December 4, 2025

Village Clerk

Date