

City of Le Roy, Illinois

INFORMATION TO BE POSTED IN COMPLIANCE WITH
THE ILLINOIS FREEDOM OF INFORMATION ACT

5 ILCS 140/1 et seq.



A town of rich history, Le Roy, IL has something to interest everyone. The community of nearly 3,600 is family oriented and enjoys various park, recreation and dining options. It is seated on the hub of Interstate 74 and state highways 150 and 136, providing easy access to the amenities of Bloomington-Normal and Champaign-Urbana.

Our purpose is to provide public services that support the evolving needs of and improve the overall safety, health, and welfare of our residents and businesses and to cultivate a vibrant community where people want to be while maintaining a responsible commitment to preserving our heritage.

Le Roy is governed by a Mayor and a City Council comprised of eight aldermen with a City Administrator, Treasurer and Clerk. City Council Meetings are the first and third Monday of each month at 7:00pm at City Hall.

The city is divided into four wards with two Aldermen per ward.

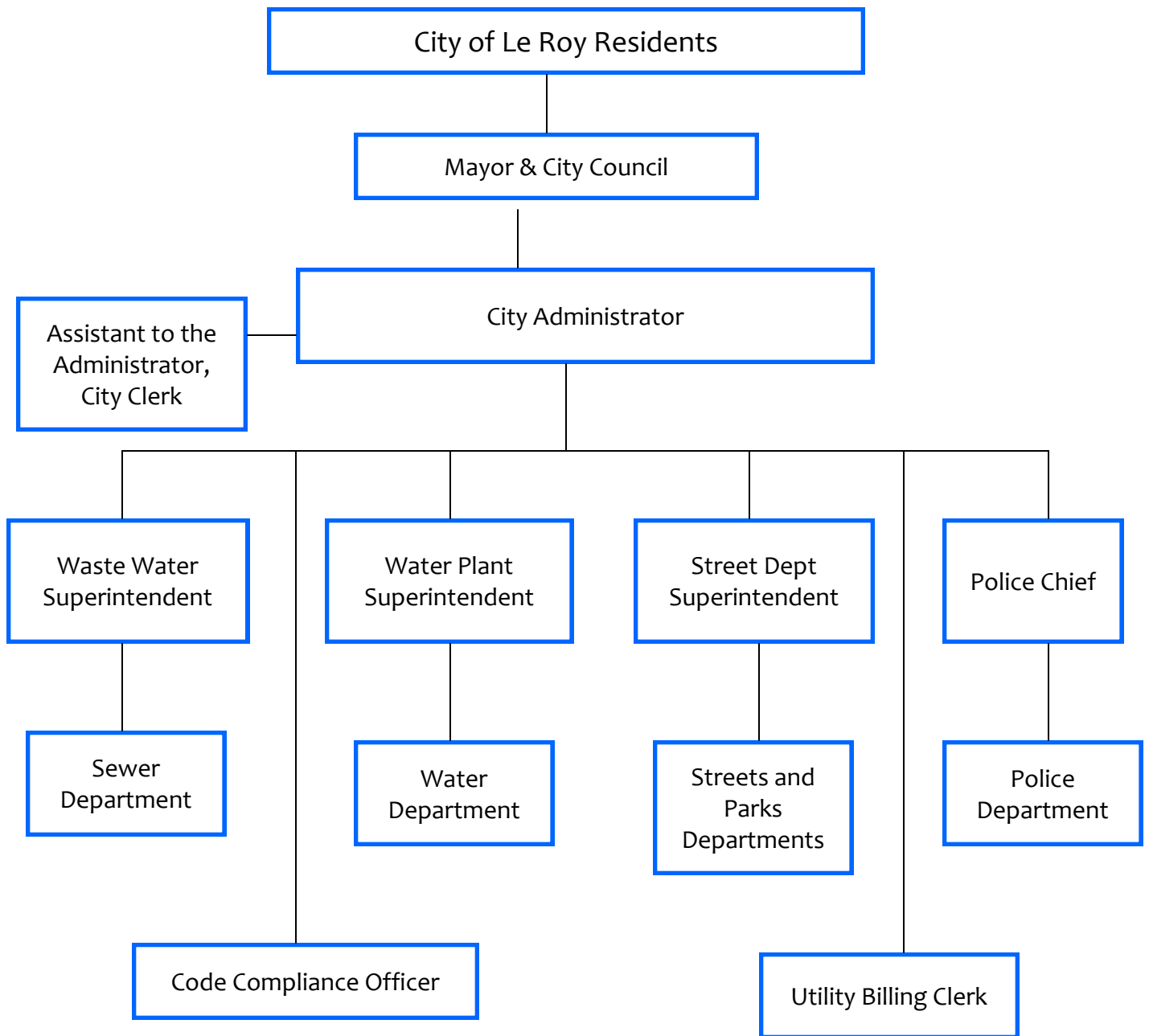
5 City offices:

| | | | |
|-----------------------|---------------|----------------------------|--|
| City Hall | 207 S East St | 309-962-3031 | City Administrator, City Clerk, Building/Zoning, Billing Clerk |
| Public Works Building | 410 N Hemlock | 309-962-3941 | Dan Lush, Street Superintendent |
| Water Treatment Plant | 710 N White | 309-445-9859 | Perry Mayer, Water Superintendent |
| Waste Water Plant | 701 S East St | 309-962-3211 | Scott Bryant, Wastewater Superintendent |
| Police Department | 110 S East St | 309-962-3310 non-emergency | Chief Jason Williamson |

Fiscal Year: May 1 – April 30

Approximate Number of Employees: 22 - includes full time, part time and seasonal

| | | |
|------------------------------|---------|--------------|
| 2024-2025 Operating Budgets: | General | \$ 3,034,202 |
| | Water | \$ 2,660,932 |
| | Sewer | \$ 2,091,079 |
| | Refuse | \$ 507,323 |



**City of Le Roy
Mayor and City Council
2023 - 2025**

| | | |
|------------------------|-----------------|--|
| Mayor | Steve Dean | sdean@leroy.org |
| Alderman Ward 1 | Patti Welander | pwelander@leroy.org |
| Alderman Ward 1 | Kelly Lay | klay@leroy.org |
| Alderman Ward 2 | Ron Legner | rlegner@leroy.org |
| Alderman Ward 2 | Kyle Merkle | kmerkle@leroy.org |
| Alderman Ward 3 | Justin Morfey | jmorfey@leroy.org |
| Alderman Ward 3 | Matthew Steffen | msteffen@leroy.org |
| Alderman Ward 4 | Sarah Welte | swelte@leroy.org |
| Alderman Ward 4 | Dawn Hanafin | dhanafin@leroy.org |

MAYORAL APPOINTMENTS – 2024-2025

City Administrator: David Jenkins

Mayor Pro-Tempore: Dawn Hanafin

City Clerk: Anita Corso

Deputy City Clerk: Jessica Carroll

Code Compliance Officer: Sean Spencer

Chief of Police: Jason Williamson

ESDA Director: Jeff Whitesell, Fire Chief

City Treasurer: Brad Frankovich

COUNCIL COMMITTEES:

FINANCE: Dawn Hanafin **Chair;** Ron Legner, Kelly Lay, Justin Morfey

PERSONNEL: Matt Steffen, **Chair;** Dawn Hanafin, Kelly Lay, Sarah Welte

COMMUNITY AND ECONOMIC DEVELOPMENT: Justin Morfey, **Chair;** Dawn Hanafin, Kyle Merkle, Patti Welander

PUBLIC WORKS: Ron Legner, **Chair;** Patti Welander, Justin Morfey, Sarah Welte

BUILDING AND ZONING: Patti Welander, **Chair;** Kyle Merkle, Matt Steffen, Sarah Welte

PUBLIC SAFETY: Kyle Merkle, **Chair;** Kelly Lay, Ron Legner, Matt Steffen

EX-OFFICIO (Non-voting) MEMBERS OF COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE: Jennifer Steigerwald, Mindi Marcum, Michael Gardner

TREE COMMITTEE CHAIR/FACILITATOR: Andrew Larson

ZONING BOARD MEMBERS 2024-2025

Larry Bruning (Chairman)

Kenny Taylor

Mark Guymon

Jim Spratt

William O'Brien

Craig Cahan

Tyler Elmore

Alternates

Jeff Baker

FREEDOM OF INFORMATION REQUESTS

How do I receive copies of or view records?

Submit a written or email request specifying which records you wish to view and/or receive copies and submit it to the appropriate FOIA officer listed below. Telephone and / or oral requests will not be accepted.

Online records

The passage of Public Act 98-1129 provides that a public body is not required to furnish copies of records which are maintained on the public body's website. In the event a person is unable to reasonably access the record, they should resubmit the FOIA request and advise the public body why they were not able to access said records. Then the public body shall provide the requested record in accordance with the Illinois Freedom of Information Act.

When will I receive my records?

The City will provide a response to non-commercial FOIA requests within five business days, unless a mutually-agreed upon date is established. Certain records or portions of records are exempt from disclosure under the Freedom of Information Act. If the records are exempt, the requestor will be provided with the specific provision(s) in the Freedom of Information Act which makes them exempt. The specific exemptions may be reviewed at:

<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=85&ChapterID=2>

Questions regarding the Freedom of Information Act may be addressed to one of the Freedom of Information Officers or by emailing FOIArequest@leroy.org

City of Le Roy FOIA Officers

City records:

Anita Corso, City Clerk
207 S. East St
Le Roy, IL 61752
email: FOIArequest@leroy.org

Police Department Records:

Chief Jason Williamson
110 S East St
Le Roy, IL 61752
email: jwilliamson@leroy.org

Fees for records

Copies of records will be provided in the format specified by the requestor, if feasible.

Charges for copies of records will be imposed in accordance with the following:

- The first 50 black and white, letter size pages and/or legal size pages will be copied and provided free of charge.
- All letter size and/or legal size black and white copies exceeding the first 50 pages will be provided at a cost of 15 cents per page.
- All color copies, oversized copies, plats, maps, discs, diskettes, tapes, CDs or DVDs will be provided at the City's actual cost for reproducing the record.
- Fees applicable to copies furnished in a paper format shall not be applicable to those records when furnished in an electronic format, except in the case of a voluminous request. For a voluminous request where records are to be provide in an electronic record format (but not PDF), \$20 up to 2MB, \$40 up to 4MB, and \$100 over 4MB; if the records are in PDF format, \$20 up to 80MB; \$40 up to 160MB; and \$100 for more than 160MB of data. If the responsive electronic records are in both a portable document format and not in a portable document format, the public body may separate the fees and charge the requester under both fee scales.

Records immediately available on the City website

- [Approved Council Meeting minutes - 5/1/2017 to present](#)
- [Council Meeting Agendas – 5/1/2017 to present](#)
- [Adopted City Ordinances](#)
- [Current fiscal year meeting schedule](#)
- Most recent Annual Financial Report ([Auditor's Report](#))
- [Current Fiscal Year Budget](#)
- [Most recent consumer confidence report](#)
- Most recent [treasurer's report](#)
- [Zoning Map](#)

If a person is unable to reasonably access electronic public records, please contact City Hall to arrange physical inspection or copying. Ph: 309-962-3031

Record Categories maintained by City of Le Roy

Administrative Records

- Local Records application and certificates of disposal
- Certificates of publication and notices of hearings
- Certificate of tax exemption
- Contracts, leases, and agreements for goods and services
- Intergovernmental agreements
- Liquor License records

Fiscal Records

- Receipts, Invoices, Paid Bills, Voided checks
- General Financial Ledgers
- Treasurers Report
- Budget
- Audit Report

Project Records

- Bids and proposals
- Zoning Board of Appeals Minutes
- Building Permits and plans
- Construction records, project files
- Real Property records – i.e. deeds, easements, plats, etc
- TIF district records
- Motor Fuel Tax Records

Personnel and Payroll records

- Job descriptions
- Occupational safety records
- Personnel Policy Manual

Utility and Public Works Records

Police Records (maintained by Le Roy Police Department at 110 S East St)