



# BOARD BRIEFS

WEEKLY UPDATE FROM THE  
VILLAGE ADMINISTRATOR

VOLUME 2025-38  
WEEK OF SEPT 29

The Treasurer and Deputy Clerk worked with Locis on a payroll review. The Deputy Clerk completed payroll, and continued setting up benefits through IPBC, and also completed all tasks related to the board meeting. The Assistant Deputy Clerk finalized the fall/winter newsletter and prepared agendas and minutes. The Treasurer began bank reconciliations and continued with budget preparation. The Administrator met with department heads to review updated employee evaluation processes and discussed pay ranges for an upcoming ordinance. Additional meetings included attending a zoning meeting, coordinating the Cunningham annexation of the DeWitt property, working with vendors and staff on the comprehensive plan and UDO revisions, and attending an ILCMA manager's event. A Business retention meeting was held with Mikron and a meeting was held with staff and a developer interested in village-owned property, with more scheduled for next week. Budget coordination continued with the Treasurer.

ADMINISTRATION

Public Works completed daily IEPA-required site visits and water treatment operations, including quality sampling and SCADA monitoring. All water meters were read, tree trimming was completed for visibility and clearance, and one mowing and three trash circuits were finished. Ongoing coordination with ComEd continued regarding street lighting issues. Wellhouse cleaning and maintenance were performed. Staff marked water mains for Silo Fiber boring work and worked with residents on driveway and sidewalk replacement permitting. A total of 34 JULIE locates were completed, including large-scale requests for the Silo network, Rock 39, Nicor, and Amazon, along with emergency after-hours locates. New PW Assistant training continued. Infrastructure oversight was conducted for Silo, and additional work included cleaning and prepping the ball diamond area. Required IEPA sampling and submittals were completed for both community water systems. Cold patch and hot mix asphalt repairs were made, fall clean-up at city yards was completed, several snow route signs were replaced, and two new barricades were assembled. Fall park maintenance advanced with bed edging, watering, and mulching. Extensive repairs were made to the Scag mower. Staff removed and replaced 82 feet of sidewalk on South Seward Street, replaced speed sign batteries, and flushed and lubricated 100 hydrants at Rock 39.

PUBLIC WORKS

The Police Department handled 59 calls for service, wrote 7 incident or supplemental reports, and made 1 arrest. Officers issued 8 traffic citations or warnings and processed 2 FOIA requests. One crash with injuries was investigated, and a warrant was served. A major domestic violence case involving aggravated battery and battery of a senior citizen occurred last Saturday; the suspect, who fled before officers arrived, now faces additional felony charges and an added warrant. The School Resource Officer conducted an evacuation drill at Simon Elementary on September 29 with assistance from patrol and the Win-Bur-Sew Fire Department and led lockdown drills at the middle and high schools without incident. Two individuals expressed interest in police employment and were given applications. The department supported Pecatonica Police on an internal matter. The Chief participated in a call with the Illinois Law Enforcement Training and Standards Board to ensure compliance with training mandates. The Lieutenant met with Mobile Electronics and the Public Works Director to plan for a dedicated radio channel for Public Works, with a quote pending. Public Works also provided the department with secure keys to critical infrastructure locations for improved interdepartmental coordination.

POLICE