



BOARD BRIEFS

WEEKLY UPDATE FROM THE
VILLAGE ADMINISTRATOR

VOLUME 2025-37
WEEK OF SEPT 22

The Public Works Department completed daily IEPA rounds including site visits to six deep water wells, water sampling, and SCADA monitoring. All water meters were read, and one full mowing and three trash circuits were completed. Tree trimming was done for visibility and clearance. Additional water main locates and re-marking were performed for Silo's fiber installation, and coordination with ComEd continued regarding street lighting. Emergency replacement of a leaking valve at 114 E Main required shutting down Well #2. Routine wellhouse maintenance and sidewalk/driveway permit coordination with residents also occurred. Staff completed 24 JULIE locates, including for major projects like Silo, Rock 39, Nicor, and Amazon. Emergency before- and after-hours locates were handled as needed. Ongoing orientation for the new PW Assistant continued. Staff performed oversight and site protection for Silo's infrastructure work, maintained the concession stand and diamonds, and conducted fall park maintenance. Cold patching was done, and tree removal occurred at 108 S. Benton. Two water meter toppers were replaced, and coordination with the vendor on meter inventory occurred. Sidewalk replacement was completed on the 200 block of South Seward Street, and heavy equipment was greased and washed. IEPA Lead and Copper requirements were also addressed.

PUBLIC WORKS

The Police Department responded to 80 calls for service and generated 4 incident or supplemental reports. Two arrests were made, and 36 traffic citations and warnings were issued. One crash report was taken, one vehicle was impounded, and one stolen vehicle was recovered. Three FOIA requests and one solicitor permit application were processed. The School Resource Officer led a school safety meeting with police and fire personnel to enhance emergency coordination and planning for upcoming school events; this is now scheduled to be a recurring monthly meeting. The SRO also delivered ALICE active shooter response training to school staff. Department representatives participated in the first Northern Illinois Police Memorial Committee meeting since May, initiating planning for the 2026 memorial; Officer McNeely will serve as the department's point of contact. Village department heads, RockfordIT, and Silo Communications held a joint meeting to review a potential transition to Silo's internet and VoIP systems, with early indications of cost savings. The school district granted the police department direct access to school camera and database systems, eliminating the need to contact the SRO after hours for investigations. Following discussions with Public Works, Lt. Haff began exploring FCC licensing for a dedicated radio frequency to improve internal communication and emergency preparedness. Chief White began collaborating with the Assistant Deputy Clerk on newsletter content to highlight officer activity and community service. The department also supported the Pecatonica Police Chief by assisting with IT issues related to squad computers and camera systems.

POLICE

In Administration, the front office handled utility billing and shutoff notices and continued work on business registrations. The Treasurer collaborated with the Assistant Deputy Clerk on accounts payable processes, made changes to payroll setup, worked on the budget, and began year-end audit preparations. The Assistant Deputy Clerk continued work on the Newsletter. The Deputy Clerk processed solicitor permit applications, completed OMA certifications, and began working with IPBC on the 2026 employee benefits rollout. The Village Administrator engaged with developers including a national homebuilder interested in constructing homes on vacant lots, a potential buyer for the Benton Street preschool property, and a prospective bar/restaurant operator evaluating downtown and Winnebago Corners locations. The Administrator also worked with admin staff to update job descriptions, attended a Region 1 Planning open house, and met with the Village Attorney, Region 1 Planning, and Fehr Graham to discuss demolition options at 114 S. Benton. An access agreement was secured to begin environmental studies on that property.

ADMINISTRATION