



BOARD BRIEFS

WEEKLY UPDATE FROM THE
VILLAGE ADMINISTRATOR

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The Treasurer continued work on MFT reporting, completed bank reconciliations, and prepared for an upcoming training absence. The Clerk handled open enrollment and payroll, while the Assistant Deputy Clerk prepared board and committee packets and finalized minutes. The front office processed all payments for the end of the 2025 bulk water year and issued L19 door tags without requiring any shutoffs. The Administrator and intern attended an ILCMA training on impact fees and AI in local government and participated in a Region 1 meeting with an update on the Chicago-Rockford rail project. The Administrator finalized 2026 revenue projections, reviewed the completed Phase I environmental assessment for 114 S. Benton with Fehr Graham, and continued assisting a business with a utility billing dispute. Additionally, the Administrator hosted the monthly development team meeting with FRSA, Win-Bur-Sew, and the Building Official to provide updates on all active development projects.

ADMINISTRATION

Public Works completed daily IEPA-mandated rounds, including water treatment and sample collection. Staff began early snowfighting operations, cleaned up storm-related debris, completed two trash circuits, and winterized the bomag roller. Crews conducted routine wellhouse maintenance, additional water main locates, and remarking tied to Silo's fiber boring. Staff supported the MFT paving project on Goodling Street by adjusting manholes and completed 18 JULIE locates. Training continued for the new assistant, and the department maintained infrastructure oversight related to Silo's work. Athletic fields were closed and concession stands winterized. Nineteen door hangers were delivered. One team member attended training on wet tapping and hydrant maintenance. Zero-turn mowers were prepped for storage with blade sharpening, oil and filter changes. Staff responded to an after-hours emergency involving a vehicle crash with a streetlight and downed wires. Heavy truck and plow maintenance was completed, a water leak at the park district was repaired, and asphalt and concrete from the summer were recycled.

PUBLIC WORKS

The Police Department responded to 80 calls for service and wrote 6 incident or supplemental reports. One arrest was made, and officers issued 29 traffic citations and warnings. Two FOIA requests were processed. The School Resource Officer remained active, addressing low-level issues within the school district and providing ALICE training to elementary staff. The department coordinated with the Winnebago County Sheriff's Office Civil Process Unit on an eviction and handled three additional standbys tied to prior incidents. Officers assisted with multiple traffic crashes following the season's first snowfall, responding outside the village at the request of partner agencies. In the police garage, staff finalized a new workstation and prepared for the upcoming Silo Communications switchover. One patrol officer began outfitting each squad with standardized document boxes after several recent calls highlighted the need for vehicle-specific materials. The Chief and Lieutenant attended the Northwest Illinois Law Enforcement Executives Association's quarterly meeting and legislative luncheon, where they discussed current issues with regional legislators and the Illinois Association of Chiefs of Police. The Lieutenant also met with Win-Bur-Sew Fire to strengthen interagency communications and attended the sheriff's office's monthly police chiefs meeting, where updates were given on county initiatives and juvenile DV statutory changes. The department also began gathering quotes for equipping the newest squad car with a radio.

POLICE