



BOARD BRIEFS

WEEKLY UPDATE FROM THE VILLAGE ADMINISTRATOR

VOLUME 2025-21
WEEK OF MAY 26

The Police Department recorded 49 calls for service, wrote 10 incident/supplemental reports, issued 12 traffic citations and warnings, and made 2 arrests. The department received 3 FOIAs, and responses were returned accordingly. 1 Notice to Appear was issued for non-compliance with a parking citation. The new squad car arrived on Friday, and while it's ready to serve, the vehicle is awaiting the installation of necessary equipment before it officially hits the streets. SRO Spelman brought a fun twist to the school district's Field Day event by donning an inflatable T-Rex costume and racing against teachers and administrators. Though he didn't win, the event brought smiles and laughs to students and staff. Officer McNeely was recognized with a Positive Action Report for his compassionate response to a stranded motorist on May 26, 2025, paying for a replacement tire out of his own pocket to ensure the motorist could continue their journey safely. The department continued reorganizing the police garage, relocating equipment to create more space in the office areas, greatly enhancing operational efficiency. Several officers were enrolled in an upcoming CPR certification class to meet state-mandated training requirements set to expire next month. Maintenance this week included new tires and brakes for one squad car, and another squad car received a battery replacement. SRO Spelman signed up for multiple training courses that directly support his role, ensuring he remains up-to-date with best practices in school safety and student engagement.

POLICE

The Treasurer, front office, and clerk staff worked through critical Incode failures, which resulted in a reset to Tuesday. They worked to resolve these issues, which involved reprocessing payroll, AP, and billing. Despite the setbacks, the team successfully completed the water billing process, including sending out bills, disconnect notices, and 4th of July donation letters to all water customers, as well as sending donation letters to past donors and other potential donors. The Deputy Clerk completed payroll and assisted in finalizing liquor and gaming licenses. The Deputy Clerk, Administrator, and Director of Public Works attended NIU MPA program intern interviews, where an offer was extended to a candidate. The Village Administrator communicated with a homebuilder interested in vacant lots for residential development in the village, worked with the Village Attorney on personnel issues. The Administrator also coordinated with various developers on ongoing projects and assisted the clerk staff in preparing for the June 4 Board Meeting. The administrator also coordinated with all relevant parties setting up a meeting for the sale of village owned property.

OFFICE STAFF

Public Works completed daily rounds for IEPA compliance, including data recording and water treatment for 6 deep water wells. The team completed 2 full mowing circuits, 2 trash circuits, and roadside trash pickup. They hauled in 3 loads of stone for stockpiling, continued routine wellhouse cleaning and maintenance, and worked with Winnebago County on substantial walking path repairs. The team conducted additional water main locates and re-marking related to Silo Fiber directional boring in the Village ROW. Maintenance included repairing the quick tach loader bucket on the CAT skid loader and performing 16 Julie locates, including large-scale projects for the Silo fiber network and ongoing work at Amazon at Rock 39. The team completed the 2nd round of weed spraying and weed eating, including along the parade route and 7 miles of walking path and poles. They also continued heavy hauling of spoils and fill from the Village yards, performed yard clean-up, and conducted weed spraying. Inspections of driveway and sidewalk permits were completed, and heavy weed eating was done around fire hydrants and trees. Pet waste stations were installed at Falconer, donated by a local resident in memory of their pet. Public Works performed routine upkeep of the ball diamonds and concession stands, picked up tree limbs, and worked on a leaky air tank on the 2013 INT dump truck. They also oversaw and completed the Safe Step sidewalk program and installed flowers and mulch in downtown planters.

PUBLIC WORKS