



# **BOARD BRIEFS**

**WEEKLY UPDATE FROM THE  
VILLAGE ADMINISTRATOR**

**VOLUME 2025-42  
WEEK OF OCT 31**

The Police Department responded to 50 calls for service and generated 6 incident or supplemental reports. One arrest was made during the reporting period. Officers issued 10 traffic citations or warnings. One FOIA request was received and fulfilled. The Chief, School Resource Officer, and one patrol officer participated in Career Day at Winnebago High School, discussing the law enforcement profession and hiring process. Officers handled several minor traffic crashes and responded to a disorderly conduct call, resulting in an arrest. Officers assisted the Winnebago County Sheriff's Police with the recovery of a stolen vehicle and took one individual into custody on an outstanding warrant. Additional support was provided to the Sheriff's Police in several traffic accident investigations. A replacement laptop for the School Resource Officer arrived and is pending software installation by Rockford IT. Items for the police garage workstation project were received and setup is progressing.

**POLICE**

Public Works completed daily IEPA-required water rounds, including deep well site visits, sampling, and SCADA data collection. Tree trimming and removals continued to ensure clearance for snowplow operations and improve visibility. One partial mowing circuit and three trash circuits were completed. Coordination with ComEd continued on streetlight issues. Routine cleaning and maintenance were performed at the wellhouses. Additional water main locates and re-marking were conducted in coordination with Silo fiber boring in the Village right-of-way. Two residential curb and gutter removals were supported, with related street and driveway restorations completed. Ten JULIE locates were completed, including for large-scale utility projects. Training continued for the new Public Works Assistant. Oversight of the Silo project and protection of critical infrastructure was maintained. Sports field maintenance and prep were completed, including diamond drugging and concession stand cleaning. Five water service curb boxes were repaired. Cold and hot patching of roadway surfaces was completed. A walk-down kickoff was conducted with Martin & Company for the Goodling Street MFT Project. A staff member attended Illinois Rural Water Association operator training. Water meters were read and defective toppers returned to Badger under warranty. Fall equipment maintenance continued, including inspections of plows and truck lanes. Maintenance was also conducted on the water tower.

**ADMINISTRATION**

Utility billing was processed and mailed, with all reports completed and submitted. The Assistant Deputy Clerk prepared agendas and packets for the zoning, board, and committee of the whole meetings and processed accounts payable. The Deputy Clerk completed payroll and continued work on the open enrollment process, supporting the transition to IPBC. The Treasurer continued addressing MFT audit requirements and met with LOCiS and the Benning Group regarding disbursing fund setup. The Treasurer and Administrator also met with Comcast to review franchise fees. The Administrator toured the new Olson Crematory facility, attended the bi-monthly NorthCOG meeting, and spoke with a prospective business owner about opening a coffee shop in the vacant space near Athletico.

**PUBLIC WORKS**