



BOARD BRIEFS

**WEEKLY UPDATE FROM THE
VILLAGE ADMINISTRATOR**

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WEEK OF OCT 13**

Public Works completed required IEPA rounds, including visits to six deep water wells with sampling, data collection, and SCADA oversight. Tree trimming was performed at multiple locations to ensure snowplow clearance and traffic visibility. Staff completed two partial mowing circuits and three trash circuits. Wellhouse cleaning and routine maintenance continued. Crews conducted additional water main locates and marking tied to Silo fiber installation and worked on 12 JULIE locate requests, including those related to Silo, Nicor, Rock 39, and Amazon projects. Staff assisted with three driveway/sidewalk permits and continued orientation for the new Public Works Assistant. Resident communication and contractor coordination continued for the Goodling Street MFT project, including two full culvert and driveway removals and ongoing critical infrastructure oversight. Fall equipment maintenance progressed, auto flushers were field-calibrated at Rock 39, and cold patching was performed. Concession and ball field prep was completed, and culvert inventory and yard work were conducted. Two water service disconnects were carried out for non-payment, and 36 door tags were delivered. Meetings were held with Winnebago County officials, and driveway tie-ins for MFT work were coordinated.

PUBLIC WORKS

The Police Department responded to 50 calls for service, completed 10 incident or supplemental reports, made 3 arrests, issued 5 traffic citations or warnings, impounded 1 vehicle, and served 2 warrants. The School Resource Officer conducted a successful fire drill at McNair Elementary in coordination with school staff and the WIN-BUR-SEW Fire Protection District. Officers provided mutual aid to the Winnebago County Sheriff's Office during multiple high-priority incidents over the weekend due to staffing shortages and high call volume. Patrol also supported Byron Police with a warrant service in the Village. A subject wanted on an Illinois Department of Corrections warrant was located and arrested during a welfare check. Another arrest occurred following a DUI incident reported by a local business, resulting in vehicle impoundment. The administrative squad vehicle was picked up after upfitting in Lena and is now in service. Squad 113 has been retired, and equipment removal is scheduled with a sale ordinance in progress. Work on the FY budget remains on schedule for end-of-month completion. Officer evaluations are finalized and due for submission by October 24, offering insight into departmental performance and development needs.

POLICE

The Treasurer worked on compiling 13 years of records for the MFT audit and met with LOCIS representatives to address financial software configuration issues. Plans are in place to review system adjustments with external auditors before scheduling training. The Deputy Clerk resumed duties after attending MCI, focusing on IPBC insurance implementation. The Assistant Deputy Clerk coordinated with the printer to ensure newsletter distribution. Utility Billing managed shutoffs for non-payment and began preparations for business registration outreach. The Administrator participated in IPBC meetings with the Deputy Clerk, attended the Rockford Chamber's economic development partner session, supported LOCIS meetings with the Treasurer, conducted zoning research, and prepared materials for the upcoming board meeting.

ADMINISTRATION