



BOARD BRIEFS

WEEKLY UPDATE FROM THE
VILLAGE ADMINISTRATOR

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WEEK OF OCT 10

The Police Department responded to 59 Calls for Service and generated 4 incident or supplemental reports. One arrest was made, and 27 traffic citations or warnings were issued. Two FOIA requests were processed, one of which involved an officer's background and arrest statistics, indicating sustained public interest in transparency. Employee evaluations are nearing completion, with all personnel instructed to meet with the lieutenant by 10/13/2025. The department's assistance with the Pecatonica internal matter has formally concluded following a meeting between the Chief and Lieutenant with their counterpart. Squad 120 received routine maintenance including an oil change and a 60,000-mile service. Officer McNeely's recognition ceremony has been rescheduled for December 5 due to temporary ISP redeployments. A new employment application was received from a prospective candidate. The School Resource Officer handled minor issues during Homecoming week, with no major incidents reported; coordination efforts for next year's parade are already being considered. A quote for a new VHF repeater to support Public Works was received and forwarded to the Village Administrator. Officer photos for the department website are nearly complete and expected to wrap up by month's end.

POLICE

The Deputy Clerk attended the 2025 IIMC Municipal Clerks Institute hosted by the Illinois Municipal Clerks Association, participating in coursework focused on municipal law, ethics, records management, public meetings, and clerk-specific best practices. The Treasurer continued working with the Administrator on budget development, distributing initial documents to department heads. The Treasurer also worked with utility billing staff to resolve outstanding items, finalized the monthly Treasurer's Report, and completed bank reconciliations. Utility Billing prepared for next week's shutoffs by contacting past-due accounts prior to issuing door tags, and added a QR code to bills to facilitate online payments. The Assistant Deputy Clerk prepared agendas and packets for upcoming meetings. The Community Development Intern researched vacancies and properties within the Village and prepared documentation for the upcoming board meeting. The Administrator met with IDOT to discuss US 20 reconstruction and proposed traffic pattern changes at Conger and Hoisington, met with the Police Department regarding the budget process, held a meeting with a party interested in the Winnebago Highlands property, and conducted business retention meetings with Sullivans and German American State Bank.

ADMINISTRATION

Staff completed daily IEPA-mandated water system rounds, including in-person inspections of six deep water wells, water sampling, data logging, and SCADA supervision. Tree trimming was performed at multiple locations to maintain snowplow clearance and sightlines. One partial mowing circuit and three trash circuits were completed. Coordination continued with ComEd regarding streetlight issues. Routine maintenance and cleaning was carried out at wellhouses. Additional water main locates and remarking were completed in support of directional boring for Silo fiber installation. Public Works supported residents undergoing sidewalk and driveway replacements through permitting assistance. Fourteen JULIE locates were completed, including large-scale layouts for the Silo fiber project and other utility work with Nicor, Rock 39, and Amazon. Orientation and training for the new Public Works Assistant continued. Emergency JULIE locates were performed during and outside of regular hours. Ongoing project oversight and infrastructure protection was provided at Silo construction zones. Staff prepared the lighted ball diamond, cleaned the concession stand, and removed infield debris. Semi-annual hydrant flushing, flow testing, and maintenance was conducted on 250 fire hydrants. Cold patching and spoil removal from prior excavations were completed. Fall cleanup activities were continued at Public Works yards. Several snow route signs were replaced and additional street signage was straightened or maintained. Fall maintenance of equipment remained underway. The UTV was serviced. Public Works collaborated with ComEd on utility location issues and continued warranty repair efforts on the Kupferle auto flusher. Repairs were also made to the street sweeper and mower trailer. The DPW met with the administrator and potential builders and developers regarding Village-owned property.

PUBLIC WORKS