



BOARD BRIEFS

**WEEKLY UPDATE FROM THE
VILLAGE ADMINISTRATOR**

**VOLUME 2025-27
WEEK OF JULY 14**

The Police Department responded to 51 Calls for Service and completed 6 incident or supplemental reports. There were 2 arrests during the period. Officers issued 14 traffic citations and warnings, and 1 vehicle was impounded per Ordinance 2013-12. The Chief attended a 4-hour officer wellness training hosted by the Winnebago County Sheriff's Police. A Child Safety Seat Inspection and Installation was conducted. A burglary at a local business is under investigation. A social media campaign for National Night Out was launched under the "Back to the Basics" theme. The application for School Resource Officer certification was submitted to the State for review.

POLICE

Administration launched an outreach initiative to schedule one-on-one meetings between the Village Administrator and local businesses to strengthen communication. The Deputy Clerk compiled employee data to request a quote from a government co-op insurance provider. This past week also involved preparing for and attending both Board meetings, assisting the Treasurer with credit card statement reconciliation and insurance billing due to coverage needs. The office remains active with building permits, driveway permits, and fence easement requests. One FOIA request is currently in process. The Treasurer has taken on accounts payable responsibilities due to a staff maternity leave and has also begun drafting budget projections for Administrator review. Staff attended the quarterly PSAP meeting and led a discussion on updates to the Village's performance evaluation program. The Administrator met with the Table Talk Supper Club regarding next project phases and advanced revisions to a new simplified special event form for board review. Coordination with NIU CGS was completed to schedule a follow-up meeting on developing a downtown overlay district and updating the 2006 Comprehensive Plan.

ADMINISTRATION

Public Works completed daily IEPA-required site rounds for all critical infrastructure and collected 10 water samples for quality assurance. Bacti testing was conducted at the Clayton Court water main loop. Weed spraying was completed on the walking path and other town areas. Staff performed two full mowing circuits, including rural ditches, and three trash circuits. Routine wellhouse maintenance was conducted. Tire replacement was facilitated on the 2022 Chevy Silverado. Water main locates and re-markings were completed for silo fiber boring in the ROW. Staff coordinated with residents on driveway and sidewalk permits. 20 JULIE locates were completed, including for the silo fiber and Rock 39 Amazon projects. A fire hydrant was replaced on West Cunningham Road. Equipment maintenance included mower blade sharpening and zero-turn greasing. Project oversight continued with Silo Phase 3. Commodity chemicals were received and adjusted for treatment. Preventative maintenance proposals were submitted for deep wells. Landscaping was completed at recent sidewalk sites. Ballfields were dragged, and the concession stand was cleaned. Additional maintenance was performed on the brake system of the 2021 Chevy Silverado.

PUBLIC WORKS