



BOARD BRIEFS

WEEKLY UPDATE FROM THE
VILLAGE ADMINISTRATOR

VOLUME 2025-29
WEEK OF JULY 28

The Treasurer processed accounts payable, village utility payments, and prepared board checks and reports. The Treasurer also assisted the intern with the budget project and collaborated with the Deputy Clerk to gain insurance billing access. Budget form preparation began in anticipation of departmental budget submissions, and six-month review prep is underway. The Deputy Clerk completed board and committee packet preparation. The Village Administrator coordinated with the Public Works Director and Village Attorney on the Table Talk Supper Club development agreement. The front office finalized July utility billing, including printing, folding, and shut-off notice preparation.

ADMINISTRATION

Public Works completed all required IEPA daily rounds across six deep water wells, including data collection, sampling, and site inspections. Lead and copper sampling was conducted, including addressing a contaminated sample issue. Two water service shut-offs were repaired or replaced. Fuel system maintenance was performed on the John Deere 85G excavator. Three mowing and trash circuits were completed. The UTV received full maintenance and tire rotation. Routine cleaning and upkeep were performed at the wellhouse. Additional water main locates and re-marking were done for the Silo fiber project. Staff assisted residents with sidewalk and driveway replacements and permitting. Twenty-two JULIE locates were completed, including major utility work for Silo fiber and Rock 39. Ten interviews were held for the Public Works Assistant position, and an offer was extended. Staff coordinated with IEPA on operating permits for water looping and continued infrastructure oversight for Silo's phase 3 expansion. Dehumidifiers were installed at Rock 39. Emergency water locates were performed with Roto Rooter. Landscaping was completed for ongoing sidewalk projects. Ballfield prep included dragging diamonds, cleaning concessions, and lighting prep for league play. Staff prepared and poured 50 feet of new curb and 50 feet of sidewalk including ADA ramp installation in Clayton Court.

PUBLIC WORKS

The Police Department handled 55 calls for service and wrote 4 incident or supplemental reports. One arrest was made, and 16 traffic citations or warnings were issued. One FOIA request was processed. A previously stolen vehicle was recovered through coordination with Chicago PD. Two new mobile data terminals arrived and are awaiting setup by IT. The department supported the school district's successful grant application, resulting in 20 stop-arm cameras. One officer has reached the final stage of hiring with another agency, prompting the need to prepare for another recruitment cycle. The Park District granted the department remote access to their camera system. Clean-up and organization of the squad and locker room continued, and an IT contact was secured to help establish point-to-point internet at the police garage. The department met with Public Works to discuss assistance with camera installation at the garage. The department also fingerprinted Public Works' new hire.

POLICE