



BOARD BRIEFS

**WEEKLY UPDATE FROM THE
VILLAGE ADMINISTRATOR**

**2024 VOLUME 40
WEEK OF NOV 11**

The Deputy Clerk processed payroll, prepared minutes for the Board meeting and Closed Session, uploaded ordinances and resolutions, and completed FOIA requests. Additionally the Deputy Clerk assisted with building permits, helped resolve a resident's ComEd issue, supported the Treasurer with budget items, and assisted Utility Billing as needed. The Treasurer worked on the budget, coordinated with water billing on the meter replacement project, and prepared for her upcoming absence due to the IMTA conference. The Village Administrator presented the Village's Strategic Plan at the Winnebago Community Historical Society's Annual Meeting, attended the Chamber Appreciation Night, and continued to work with developers and the village's development team, with a national coffee brand at Winnebago Corners moving closer to plan submission. He also worked with the Treasurer on budget preparations, and other department heads on ongoing projects.

OFFICE STAFF

Public Works completed daily rounds as per IEPA requirements for 6 deep water wells, including data recording and water treatment measures. They performed 1 complete mowing circuit and 2 trash circuits, as well as routine maintenance at wellhouses and the lighted diamond public restrooms. The team worked with the office on finalizing meter topper swap outs and hung over 50 door hangers to communicate meter change needs, including scheduling additional shifts for completion. They cold patched, completed 14 Julie locates, and replaced 10 meter toppers. The team also worked with Winnebago County on the Rock 39 water tower project and repaired broken water service at the 100 block of South Elida Street. Winterization tasks included preparing the lighted diamond concession stand and restrooms, as well as park drinking fountains. The team installed 2 privately donated memorial benches in memory of Randy Cunningham along the Pec Prairie Path. Additionally, they worked on winterizing heavy equipment by installing snow plows and salt spreaders and installed a replacement pressure washer on the Hurco Vac unit.

PUBLIC WORKS

The Police Department recorded 56 calls for service and wrote 7 incident reports during this period. They made 1 arrest and issued 8 citations and warnings. School Resource Officer (SRO) Spelman was honored with the Collaborative Culture and Collective Responsibility Award for October 2024 by members of the Winnebago Consolidated Unit School District. Additionally, Nicholas Haff was promoted to the rank of Lieutenant, and he attended the Winnebago Area Chamber of Commerce's Appreciation Night on behalf of the Police Department.

POLICE