



VILLAGE OF WINNEBAGO

REGULAR BOARD MEETING AGENDA

Wednesday, February 04, 2026 at 6:00 PM

108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/671034949>

Or by (Toll Free): 1 866 899 4679 | Access Code: 671-034-949

This meeting is being recorded

1. RECORDING OF THE MEETING

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL & ESTABLISHMENT OF A QUORUM

5. MEETING GUIDELINES

Discussion and Vote to Allow an Absent Trustee to Vote By Phone or Other Allowable Means.

6. DISCLOSURE OF ANY CONFLICT OF INTEREST

7. CHANGES TO AGENDA

8. PUBLIC COMMENT: *Each speaker is limited to three (3) minutes. A maximum of thirty (30) minutes shall be generally allowed for public comment at each meeting.*

9. CONSENT AGENDA: *All items on the Consent Agenda denoted with an asterisk (*) are routine in nature and will be enacted in one motion. The Consent Agenda for this meeting includes:*

[a.](#) *Approval of Board Trustees Meeting Minutes from January 21, 2026

[b.](#) *Approval of Invoices Presented for Payment \$56,849.53

10. PRESIDENT'S REPORT

a. Informational Presentation – WCUSD 323 March 2026 Winnebago County School Sales Tax Referendum

11. TREASURER'S REPORT

a. Monthly Treasurer's Report (Presented at the second meeting of each month)

12. DEPARTMENT HEAD REPORTS

- a. Administrator Report (*Written reports generally presented at the second meeting of each month*)
- b. Police Chief Report (*Written reports generally presented at the second meeting of each month*)
- c. Public Works Director Report (*Written reports generally presented at the second meeting of each month*)

13. ACTION ITEMS

- a. A Resolution Approving and Authorizing the Execution of a Village Administrator Employment Extension Agreement Between the Village of Winnebago and Joseph D. Dienberg.
- b. Winnebago-Boone County Investigative Cooperative Update
- c. Main Street Widening Bid Acceptance
- d. Swift Street Bid Acceptance
- e. A Resolution Approving A Task Order With Fehr Graham For Platting Services Related To The Kasch Drive Infrastructure Improvements
- f. A Resolution Approving A Task Order With Fehr Graham For Engineering Design Services For The Kasch Drive Road Construction

14. EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120/2(c)

15. NEW BUSINESS

16. UPCOMING MEETINGS

- a. Board of Trustees Meeting: February 18, 2026
- b. Committee of the Whole Meeting: February 18, 2026

17. ADJOURNMENT

Posted: January 30, 2026 at 8:30 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491
/s/ Kellie Symonds, Deputy Clerk

The Board of Trustees of the Village of Winnebago met in person on January 21, 2026, at 6:00 p.m. The link for the employees and the public to attend remotely was made available through GoToMeeting.

ROLL CALL: ACKERMAN —MCKINNON -SPRINGER present
GRAHAM — KIM - LEFEVRE - absent

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Chief Jeff White, Deputy Clerk Kellie Symonds, Treasurer Dana Novinson, Leslee Dimke, and Luke Ziegler of Fehr Graham. Lieutenant Nick Haff attended remotely.

4. ROLL CALL & ESTABLISHMENT OF A QUORUM - A quorum was established.

5. MEETING GUIDELINES

6. DISCLOSURE OF ANY CONFLICT OF INTEREST - No conflict of interest was noted.

7. CHANGES TO THE AGENDA – Item 10a was moved to the next meeting in February.

8. PUBLIC COMMENT

Leslee Dimke of 606 David Drive likes Winnebago but is unhappy with cars/trucks/trailers blocking sidewalks at end of driveways in her neighborhood making it impossible to walk on the sidewalks. Attorney Gaziano will look into the matter and Village Administrator will get back to Ms. Dimke.

9. CONSENT AGENDA

A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN to approve the Consent Agenda items. The motion carried on a unanimous roll call vote of those present.

a. *Approval of Board Trustees Meeting Minutes from January 07, 2026

b. *Approval of Invoices Presented for Payment \$\$59,117.81

10. PRESIDENT'S REPORT – (item moved to February meeting)

11. TREASURER'S REPORT – December 2025 report was included in the packet.

12. DEPARTMENT HEAD REPORTS

a. Administrator Report – included in the packet.

b. Police Chief Report - included in the packet.

c. Public Works Director - included in the packet.

13. ACTION ITEMS

a. A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN to adopt Resolution 2026-01R A RESOLUTION TO ADOPT UPDATED LEXIPOL POLICY IN ITS ENTIRETY AND TO REVOKE, REPLACE, AND SUPERSEDE ALL PRIOR UPDATES. Motion carried on a voice vote. The staff is looking into an administrative Lexipol version.

b. A motion was made by MR. ACKERMAN, seconded by MR. SPRINGER to adopt Resolution 2026-02R A RESOLUTION APPROVING THE FEHR GRAHAM 2026 GENERAL SERVICES AGREEMENT. Motion carried on a voice vote.

c. A motion was made by MR. ACKERMAN, seconded by MR. SPRINGER to adopt Resolution 2026-03R A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH FEHR GRAHAM FOR DESIGN ENGINEERING SERVICES FOR THE KASCH DRIVE WATER MAIN EXTENSION. Motion carried on a unanimous roll call vote of those present.

- d. The Resolution Approving a Task Order with Fehr Graham for Platting Services Related to the Kasch Drive Infrastructure Improvements remains open.
- e. The Resolution Approving a Task Order with Fehr Graham for Engineering Design Services for the Kasch Drive Road Construction remains open.
- f. A motion was made by MR. ACKERMAN, seconded by MR. SPRINGER to adopt Resolution 2026-04R A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH FEHR GRAHAM FOR DESIGN ENGINEERING SERVICES FOR THE SWIFT STREET WATER MAIN REPLACEMENT AND STREET IMPROVEMENTS. Motion carried on a unanimous roll call vote of those present.
- g. The MAIN STREET WIDENING PROJECT should go out for bid mid to late February.
- h. A motion was made by MR. MCKINNON, seconded by MR. SPRINGER to accept the line transfers as submitted. Motion carried on a unanimous roll call vote of those present.
- i. A motion was made by MR. MCKINNON, seconded by MR. SPRINGER to lay over the vote on the RESOLUTION AUTHORIZING THE EXECUTION OF A VILLAGE ADMINISTRATOR EMPLOYMENT AGREEMENT BETWEEN THE VILLAGE OF WINNEBAGO AND JOSEPH D. DIENBERG AS THE VILLAGE ADMINISTRATOR. Motion carried on a voice vote.

14. EXECUTIVE SESSION (CLOSED SESSION) – pursuant to 5ILCS 120/2(c) – None needed.

15. NEW BUSINESS

President Eubank informed the Board of the following letters:

- 1. A letter was received from Senator Chesney thanking the Village for the Resolution. The letter stated that the Senator appreciates this kind of information when it comes time to vote.
- 2. A letter was received from County Board Chairman Joseph Chiarelli about activities celebrating the Country’s 250th Anniversary. If anyone would like to get involved, please let Mr. Dienberg know.

The Statement of Economic Interest forms will be out soon. Be sure to complete it as soon as possible to avoid late filing penalties. The forms must be submitted no later than May 1st.

MR. ACKERMAN noted that Facebook contained a “shout out” from the new coffee shop owner (Wake Zone Roasting Company) to the Village Staff for their help.

16. UPCOMING MEETINGS

The next Board meeting will be held on February 4, 2026, at 6:00 pm, followed by the Committee of the Whole Meeting.

17. ADJOURNMENT

A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN, to adjourn at 6:26 p.m. The motion carried on a voice vote.

UNAPPROVED

Sally Jo Huggins, Village Clerk

Warrant List

February 04, 2026
Board Meeting

Warrant List

Section 1: Invoices Presented for Approval - \$56,849.53

Section 2: Invoices over \$5,000 - \$40,915.09

** Invoices are available for inspection and review**

SECTION 1:

WARRANT LIST

February 04, 2026

Invoices Presented

For Board Approval

Total Invoices: \$56,849.53

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE: 2/04/2026 THRU 2/04/2026

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000455	AXON ENTERPRISE, INC.							
I-INUS414936	TASER CERTIFICATION (5)	R	2/04/2026	1,440.25		027037		1,440.25
000631	BONES TIRE SERVICE							
I-10562	FLAT TIRE REPAIR	R	2/04/2026	114.00		027038		114.00
000117	BONNELL INDUSTRIES INC							
I-0225834-IN	REPAIR PARTS - MISC EQUIP (4)	R	2/04/2026	817.82		027039		817.82
000100	CONSERV FS							
I-108028563	AKROGOLD 130.90 GAL	R	2/04/2026	339.46		027040		
I-108028564	DIESELEX GOLD 49.70 GAL	R	2/04/2026	122.49		027040		
I-108028565	DIESELEX GOLD 141.80 GAL	R	2/04/2026	427.89		027040		
I-108028586	AKROGOLD 274.30 GL	R	2/04/2026	701.29		027040		
I-108028587	DIESELEX GOLD 100.50	R	2/04/2026	300.93		027040		1,892.06
016040	FERGUSON WATER WORKS SUPPLY							
I-0543672	WATER METER RESETTER 1" THREAD	R	2/04/2026	122.08		027041		122.08
000083	FOUR RIVERS SANITATION AUTHORI							
I-202	FULLER CREEK D&F PMT 14	R	2/04/2026	40,915.09		027042		40,915.09
016028	GRAINGER							
I-9770203447	CAM LOCK 783XW8 WELL #3 UFD	R	2/04/2026	17.88		027043		17.88
000829	JULIE INC							
I-2026--1928	2026 ANNUAL TRANSMISSION CHGE	R	2/04/2026	965.25		027044		965.25
000148	LAWSON PRODUCTS INC							
I-9313165891	BRASS FITTINGS ASST - BASIC	R	2/04/2026	443.83		027045		443.83
000668	LOCIS							
I-50771	AP /PR TRAINING ONSITE 1/7/26	R	2/04/2026	735.00		027046		735.00
000731	MENARDS - CHERRY VALLEY							
I-1160	MISC OFFICE & SUPPLIES	R	2/04/2026	239.50		027047		
I-1218	COFFEMAKER - PW	R	2/04/2026	63.61		027047		
I-1382	PORTABLE HEATER & PELLETS	R	2/04/2026	28.78		027047		
I-1449	COFFEE POT - VILLAGE HALL	R	2/04/2026	105.26		027047		437.15
000835	MONROE TRUCK EQUIPMENT							
I-59807	CYLINDER 2013 DUMP TRUCK	R	2/04/2026	667.44		027048		
I-60074	GUARD, CURB, WRAP AROUND	R	2/04/2026	116.69		027048		784.13

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE: 2/04/2026 THRU 2/04/2026

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000725	NORTH PARK PUBLIC WATER DISTRI							
I-INV00501	COMPETENT PERSON TRAINING (3)	R	2/04/2026	330.00		027049		330.00
000298	PACE ANALYTICAL SERVICES, LLC							
I-267201175	FLOURIDE BY PROBE (3)	R	2/04/2026	75.00		027050		75.00
000807	PAPER RECOVERY SERVICE CORPORA							
I-105067	Q4 RENTAL FEE	R	2/04/2026	25.00		027051		
I-V105116	PICK UP & DESTROY 01/13/26	R	2/04/2026	67.50		027051		92.50
000051	POSTMASTER							
I-FEB 26 UB BILLING	POSTMASTER	R	2/04/2026	750.00		027052		750.00
000384	REGION 1 PLANNING COUNCIL (WIN							
I-COG-FY26-0015-3	FY26- Q3 COUNCIL OF GOVY MEMBE	R	2/04/2026	625.00		027053		
I-FY26-0014-3	FY26- 3RD QTR - GIS	R	2/04/2026	998.64		027053		1,623.64
001538	ROCK ROAD COMPANIES INC							
I-328480	COLD MIX 1.71 TONS	R	2/04/2026	290.70		027054		290.70
000422	ROCKFORD INFORMATION TECHNOLOG							
I-43749	DN - WON'T BOOT - RELOAD REQ	R	2/04/2026	427.50		027055		
I-43750	INCODE ERRORS - DLN 09/18/25	R	2/04/2026	95.00		027055		
I-43751	RECONNECT SB DRIVE FOR DN	R	2/04/2026	50.00		027055		
I-43942	NEW EMAIL WINNEBAGOLOCATES@	R	2/04/2026	25.00		027055		
I-43943	FOLDER ACCESS 12/29/25 J.D.	R	2/04/2026	95.00		027055		
I-43944	INKY SPAM FILTER (34) ACCTS	R	2/04/2026	2,340.00		027055		
I-43945	WINDOWS UPDATE ISSUE - DN/KS	R	2/04/2026	190.00		027055		
I-44005	LAPTOP - NO VIDEO 11/19/25 KO	R	2/04/2026	95.00		027055		
I-44029	ACCESS TO RW DRIVE JD, DN, KS	R	2/04/2026	142.50		027055		
I-44034	ADD HAFF - LOCAL ADMIN - SQUAD	R	2/04/2026	50.00		027055		
I-44080	INCODE CLOUD BACKUP JAN 26	R	2/04/2026	60.00		027055		
I-44113	CLOUD BACKUP JAN 2026	R	2/04/2026	140.00		027055		
I-44206	DUO SOFTWARE MFA DEC 2025	R	2/04/2026	42.00		027055		3,752.00
000578	SYMONDS, KELLIE							
I-SYMONDS JAN 26	NILEEA - MILEAGE GALENA	R	2/04/2026	102.95		027056		102.95
001004	VILLAGE OF WINNEBAGO							
I-03-4203-01 JAN 26	600 W SOPER STREET - RAS	R	2/04/2026	6.94		027057		
I-03-4204-01 JAN 26	600 W SOPER GARAGE	R	2/04/2026	19.79		027057		
I-03-5350-00 JAN 26	104 W MAIN POLICE GARAGE	R	2/04/2026	10.06		027057		
I-03-5380-00 JAN 26	108 W MAIN ST	R	2/04/2026	11.45		027057		
I-07-1467-00 JAN 26	400 E MCNAIR WELL #3	R	2/04/2026	22.04		027057		70.28

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE: 2/04/2026 THRU 2/04/2026

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000222	WEST SIDE TRACTOR SALES							
I-239556	2023 JD END LOADER HOSE/FITTIN	R	2/04/2026	564.38		027058		564.38
000616	XEROX FINANCIAL SERVICES							
I-41418794	02/02/26 - 03/01/26	R	2/04/2026	513.54		027059		513.54

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	23	56,849.53	0.00	56,849.53
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: AP TOTALS:	23	56,849.53	0.00	56,849.53
BANK: AP TOTALS:	23	56,849.53	0.00	56,849.53
REPORT TOTALS:	23	56,849.53	0.00	56,849.53

SECTION 2:

WARRANT LIST

February 04, 2026

Invoices Over \$5,000

\$ 40,915.09

These invoices are included in the
Section 1 Warrant List

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE: 2/04/2026 THRU 2/04/2026

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000083	FOUR RIVERS SANITATION AUTHORI							
I-202	FULLER CREEK D&F PMT 14	R	2/04/2026	40,915.09		027042		40,915.09

* * T O T A L S * *

NO

INVOICE AMOUNT

DISCOUNTS

CHECK AMOUNT

REGULAR CHECKS:

1

40,915.09

0.00

40,915.09

HAND CHECKS:

0

0.00

0.00

0.00

DRAFTS:

0

0.00

0.00

0.00

EFT:

0

0.00

0.00

0.00

NON CHECKS:

0

0.00

0.00

0.00

VOID CHECKS:

0 VOID DEBITS

0.00

VOID CREDITS

0.00

0.00

0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: AP TOTALS:	1	40,915.09	0.00	40,915.09
BANK: AP TOTALS:	1	40,915.09	0.00	40,915.09
REPORT TOTALS:	1	40,915.09	0.00	40,915.09



Agenda Item Executive Summary

Item Name A RESOLUTION APPROVING AND AUTHORIZING
THE EXECUTION OF A VILLAGE ADMINISTRATOR
EMPLOYMENT EXTENSION AGREEMENT Committee or Board Board

BUDGET IMPACT

Amount:	\$100,000 base salary, plus applicable COLA and merit increases	Budgeted:	N/A
List what fund:	1/3 General Fund - Administration (01-41), 1/3 Community Development Fund (17), 1/3 O&M Fund (51)		

EXECUTIVE SUMMARY

The attached resolution authorizes the Village President to execute a two-year extension of the Village Administrator Employment Agreement with Joseph D. Dienberg. The extended agreement will be effective from February 13, 2026, through February 13, 2028. The extension maintains the position's current structure and scope of duties, including administrative leadership, personnel supervision, policy implementation, and overseeing community development. It includes a base salary of \$100,000, with eligibility for annual cost of living adjustments and merit increases in line with other full-time employees. The agreement also incorporates provisions for performance evaluation, vacation and sick leave, IMRF participation, indemnification, and professional development.

ATTACHMENTS (PLEASE LIST)

Resolution, Employment Extension Agreement

ACTION REQUESTED

- ☐ For Discussion Only
☒ Resolution
☐ Ordinance
☒ Motion:

MOTION: I MOVE TO APPROVE RESOLUTION 2026-__ R, A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A VILLAGE ADMINISTRATOR EMPLOYMENT EXTENSION AGREEMENT BETWEEN THE VILLAGE OF WINNEBAGO AND JOSEPH D. DIENBERG

Staff: Kellie Symonds, Deputy Clerk Date: 2/4/2026

RESOLUTION NO. 2026-____
A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF
A VILLAGE ADMINISTRATOR EMPLOYMENT EXTENSION AGREEMENT
BETWEEN THE VILLAGE OF WINNEBAGO AND JOSEPH D. DIENBERG

WHEREAS, the Village of Winnebago is an Illinois municipal corporation operating under the Illinois Municipal Code; and

WHEREAS, the Village Board of Trustees previously created the position of Village Administrator and appointed Joseph D. Dienberg to serve in that capacity pursuant to an employment agreement with a term expiring February 13, 2026; and

WHEREAS, the Village Board of Trustees has reviewed and considered a proposed Village Administrator Employment Extension Agreement providing for a two-year extension of employment beginning February 13, 2026, and ending February 13, 2028; and

WHEREAS, the Village Board of Trustees finds that approving and authorizing the execution of said Employment Extension Agreement is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Winnebago, Winnebago County, Illinois, as follows:

SECTION I: APPROVAL AND INCORPORATION

The Village Administrator Employment Extension Agreement between the Village of Winnebago and Joseph D. Dienberg is hereby approved and adopted. Said Agreement is attached hereto and incorporated herein by reference as Rider No. 1 to this Resolution.

SECTION II: AUTHORIZATION TO EXECUTE

The Village President is hereby authorized and directed to execute the Employment Extension Agreement on behalf of the Village, and the Village Clerk is authorized to attest to the execution thereof.

SECTION III: EFFECTIVE DATE

This Resolution shall be in full force and effect after its passage, approval, and publication in pamphlet form as required by law.

APPROVED this _____ day of _____, 2026

Franklin J. Eubank, Jr., President of the Board of Trustees
of the Village of Winnebago, Illinois

ATTEST:

Sally Jo Huggins, Village Clerk

PASSED: _____

APPROVED: _____

**PUBLISHED IN
PAMPHLET FORM:** _____



Agenda Item Executive Summary

Item Name Winnebago-Boone Investigative Cooperative Committee or Board Village Board

BUDGET IMPACT

Amount:	N/A	Budgeted:	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

Since 2010, area law enforcement agencies in Winnebago County – and since 2013, Boone County – have participated in a multi-agency investigative body to ensure independent and transparent investigations involving use of deadly force, in-custody deaths or serious injuries, and other approved on-duty criminal matters. Investigations are led by the Illinois State Police and staffed exclusively by investigators with no affiliation with the agency involved.

In late 2025 and early 2026, it was determined that continued use of the term “Task Force” creates a legal requirement for non-State Police investigators to be designated as Illinois State Police Inspectors, a designation that does not align with the structure or intent of this cooperative model. To address this issue and eliminate potential legal and authority concerns, participating agencies agreed to rename the group the Winnebago-Boone County Investigative Cooperative (WBIC) and replace the original inter-agency agreement with a formal Memorandum of Understanding (MOU).

Impact:

No change to purpose, investigative authority, governance, or operations,

No financial or staffing impact,

Improves legal clarity and reduces procedural risk,

Maintains transparency and independence of investigations.

ATTACHMENTS (PLEASE LIST)

New WBIC Memorandum of Understanding

ACTION REQUESTED

☐ For Discussion Only

☐ Resolution

☐ Ordinance

☐ Motion:

Staff: Jeff White, Chief of Police Date: 1/29/2025

WINNEBAGO - BOONE COUNTY INVESTIGATIVE COOPERATIVE MEMORANDUM OF UNDERSTANDING

The undersigned law enforcement agencies charged with the duty of enforcing the law and protecting their citizens from illegal activity, recognize that the most effective means to accomplish that duty is through the pooling of their resources and the joint exercise of their respective authorities; and do now enter into this Memorandum of Understanding to jointly conduct certain law enforcement investigations. The effective date of this Memorandum of Understanding (MOU) is February ___, 2026.

I. PARTIES

The Winnebago-Boone Investigative Cooperative (WBIC) shall consist of the Belvidere Police Department, Boone County Sheriff's Department, Cherry Valley Police Department, Durand Police Department, Loves Park Police Department, Pecatonica Police Department, Rockford Police Department, Rockford Park District Police Department, Rockton Police Department, Rock Valley College Police Department, Roscoe Police Department, Illinois State Police (ISP), Winnebago County Sheriff's Office, Winnebago Police Department, and the South Beloit Police Department (hereinafter, the "Member Agencies" or "Parties").

II. AUTHORITY

The WBIC will be governed by the WBIC Governing Board (hereinafter referred to as the "Board"), which will consist of the following representatives of the member Agencies: The ISP Zone 2 Investigations Commander or her/his designee, Winnebago County Sheriff or her/his designee, Rockford Chief of Police or her/his designee, Cherry Valley Chief of Police or her/his designee, Durand Chief of Police or her/his designee, Loves Park Chief of Police or her/his designee, Roscoe Chief of Police or her/his designee, Rockton Chief of Police or her/his designee, Rockford Park District Chief of Police or her/his designee, Rock Valley College Chief of Police or her/his designee, Pecatonica Chief of Police or her/his designee, Winnebago Chief of Police or her/his designee, South Beloit Chief of Police or her/his designee, Belvidere Chief of Police or his/her designee and the Boone County Sheriff or her/his designee.

The Board shall elect a Chairperson and Co-Chairperson to serve as administrators of the WBIC in the absence of the full Board.

III. PURPOSE

The purpose of this MOU is to memorialize the Parties' understanding on how they will cooperate and jointly conduct certain law enforcement investigations.

The purpose of the WBIC is to provide objective, comprehensive investigations into matters of integrity involving law enforcement agencies within the geographic boundaries of Winnebago and Boone Counties.

The WBIC will conduct reactive investigations when a request for WBIC assistance has been received from the Sheriff or Chief of Police. The requesting Sheriff or Chief agrees to support the investigation and to cooperate with state or federal prosecutors if the investigation determines that criminal conduct has occurred.

WBIC assistance can be requested under the following circumstances:

1. Officer-involved shooting; fatal and non-fatal;
2. Officer-involved death;
3. Use of deadly force resulting in serious injury (e.g. taser, baton, etc.);

4. In-custody death;
5. Motor vehicle crashes involving police officers where death is imminent or likely;
6. On-duty officer-involved criminal sexual assault; and
7. Any other on duty criminal investigations at the discretion of the WBIC Commander and/or Board.

IV. COSTS

The parties agree that personnel appointed to the WBIC will remain employees of their respective agencies for payroll purposes. The agencies will supply necessary equipment items and will compensate their personnel for work performed in support of WBIC operations. Such compensation may include, but is not limited to, costs for wages, overtime, injury, death, and retirement benefits and insurance.

V. LIABILITIES/INSURANCE

1. Each agency will accept liability to the extent required by the Illinois Worker's Compensation Act (820 ILCS 305/1 *et seq*) for personal injuries incurred while engaged in WBIC activities.
2. Member Agencies will furnish their assigned officers with a suitable vehicle and will bear sole responsibility for the costs of maintaining, operating, and insuring said vehicle.
3. Each Member Agency agrees to assume liability for its respective personnel, vehicles and equipment assigned to the WBIC. Each participating Member Agency assumes responsibility for the indemnification of those agency personnel acting under the authority of this MOU.

VI. WBIC STAFFING

1. ISP, RPD and WCSO, will assign no less than three (3) officers to the WBIC. Other participating agencies are encouraged to assign at least one (1) officer to the WBIC.. However, with Board approval, any Winnebago or Boone County law enforcement agency shall be allowed participation in the WBIC. although staffing prohibits assignment of personnel. One of the ISP personnel will be a WBIC Commander (Sergeant or above) who will be responsible for supervising the overall operation of the WBIC and will report to the Board. The WBIC squad supervisors shall be members of participating agencies and will report through the WBIC Commander on all operational issues.
2. The Board may disband the operation of the WBIC at any time by a majority vote of the Board..

VII. OPERATIONAL PROCEDURES

The parties agree that the following operational procedures shall prevail throughout the duration of this MOU.

1. WBIC Commander
 - A. Will be an ISP Officer (Sergeant or above) acting under supervision of ISP Zone 2 Investigations Command, or her/his designee;
 - B. Is responsible for the operations of the WBIC and overall direction and supervision of the assigned work force, to include the maintenance of case review and reporting;
 - C. Will adhere to all laws of the state of Illinois and the United States of America;
 - D. Will maintain compliance with their respective agency's policies and procedures; and
 - E. Will ensure notification has been made to the Winnebago or Boone County State's Attorney, wherever the jurisdiction of the incident falls within.
2. WBIC Supervisors or "Squad Leaders"

- A. Will be full-time police officers from participating agencies who have completed the appropriate training as required by the Board and are not the subject of any current or pending disciplinary action;
 - B. Will adhere to the laws of the state of Illinois and the United States of America;
 - C. Will maintain compliance with their respective agency's policies and procedures, as well as the policies and procedures of ISP. In the event of conflict, the most rigid standard will apply;
 - D. Will perform the duties and supervisory roles of the WBIC Commander during his/her absence; and
 - E. Will supervise WBIC members during investigations.
3. WBIC Members
- A. Will be full-time police officers from participating agencies who have completed the appropriate training as required by the Board, law, and are not the subject of any current or pending disciplinary action;
 - B. Will adhere to all laws of the state of Illinois and the United States of America; and
 - C. Will maintain compliance with their respective agency's policies and procedures, as well as the policies and procedures of ISP. In the event of conflict, the most rigid standard will apply.

VIII. OTHER OPERATIONAL CONSIDERATIONS

1. **Policies and Procedures** – In signing this MOU, a Member Agency is agreeing to the attached Policies and Procedures.
2. **Conflict of Interest** - WBIC Members will not be assigned to an operational function of any WBIC investigation if the WBIC member is employed by the requesting agency or has a legitimate conflict of interest to the on-going investigation.

Nothing in this MOU shall preclude the requesting agency from providing a professional and thorough law enforcement response to any incident covered in Article III to include ensuring public safety, giving aid to the injured, securing the crime scene, protecting evidence, and identifying witnesses.

3. **Department Liaison** - The requesting agency shall designate a department employee to act as a liaison with the WBIC during the investigation. Any requests for documents, records, or other relevant information needed by the WBIC will be made through the department liaison.
4. **Report Writing** – The ISP reporting system and the member agency's report writing and case preparation procedures shall be utilized to document investigations undertaken by the WBIC. The ISP will serve as the clearinghouse for all written reports and will present a complete copy of the WBIC's investigative case file to the requesting agency and the Winnebago or Boone County State's Attorney's Office, wherever the jurisdiction of the incident falls within.
5. **Confidential Sources** – ISP confidential source policy shall be followed. Confidential source policy includes, but is not limited to, preparation of reports identifying the confidential sources (CS), a record of his/her motivation, fictitious names, true signature, photographs, fingerprints and other data which will serve to protect both the CS and his/her control officer. The CS procedure shall include strict adherence to policy for monetary payments (i.e., witnesses and receipt) and debriefing procedures. It is further understood that all file informants developed by the WBIC "belong" to the WBIC and are not the sole providence of one officer. Official Advance Funds (OAF) – ISP directives concerning the utilization of OAF shall be followed.

6. **Media Relations** – Media releases will be handled by the WBIC Commander after consultation with the Winnebago or Boone County State’s Attorneys, wherever the jurisdiction of the incident falls within. Matters relating to the WBIC investigation will be addressed by the Commander; matters that are administrative and involve personnel of a Member Agency shall be handled by that agency’s Sheriff or Chief of Police.
7. **Freedom of Information** – The Winnebago - Boone Integrity WBIC recognizes and will comply with the established guidelines set forth in the Freedom of Information Act (5 ILCS 140/1 *et seq*). Any FOIA requests relating to a WBIC investigation will be referred to the Winnebago or Boone County State’s Attorney’s Office, wherever the jurisdiction of the incident falls within.
8. **Non-Binding MOU** –The Member Agencies acknowledge that this MOU does not constitute a binding contract or agreement between the Parties and no provision herein will be enforceable in a court of law or equity. It is not based on any existing agreement between the Parties and is not intended to impose any obligation whatsoever. No legal or equitable rights, responsibilities or duties are created hereby. No party may reasonably rely on any promise inconsistent with this section. This section supersedes all other conflicting or ambiguous language in this MOU or any attachments thereof.

IX. TERMINATION/MODIFICATION OF MOU

This MOU shall be in full force and effect between all signatories of this MOU until such a time that the Board disbands the WBIC or terminates this MOU. A member agency may withdraw from this MOU at any time by providing written notice thirty (30) days prior to withdrawal to the remaining Board members. This MOU may be modified only by written agreement of all Parties.

X. SIGNATORIES OF WBIC MEMBER AGENCIES

Dated this ____ Day of _____, _____

BELVIDERE POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

BOONE COUNTY SHERIFF'S DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

CHERRY VALLEY POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

DURAND POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

ILLINOIS STATE POLICE

By: _____

Dated this ____ Day of _____, _____

LOVES PARK POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

PECATONICA POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

ROCKFORD PARK DISTRICT POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

ROCKFORD POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

ROCKTON POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

ROSCOE POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

SOUTH BELOIT POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

WINNEBAGO POLICE DEPARTMENT

By: _____

Dated this ____ Day of _____, _____

WINNEBAGO COUNTY SHERIFF'S DEPARTMENT

By: _____

Dated this_____Day of_____,_____

ROCK VALLEY COLLEGE POLICE DEPARTMENT

By: _____



Agenda Item Executive Summary

Item Name Main Street Project Bid Acceptance Committee or Board Board

BUDGET IMPACT

Amount:	21,550	Budgeted:	N/A
List what fund:	General Fund		

EXECUTIVE SUMMARY

The Village Board approved a resolution at the June 18, 2025 meeting, authorizing a Professional Services Agreement with Fehr Graham for the West Main Street Widening Project.

Fehr Graham, as the Village Engineer, has designed the project. Once the bid process is, the Board will be asked to approve the acceptance of construction bids and complete the next steps of the process.

This project represents a significant investment in the Village and is a necessary step in ensuring reliable infrastructure for the community, and adding significant upgrades to the downtown for drainage and parking improvements.

ATTACHMENTS (PLEASE LIST)

ACTION REQUESTED

- ☐ For Discussion Only
☐ Resolution
☐ Ordinance
☒ Motion:

MOTION: INFORMATION REGARDING BID ACCEPTANCES WILL BE PROVIDED UPON COMPLETION OF THE BIDDING PROCESS.

Staff: Joseph Dienberg, Village Administrator Date: 2/4/2026
Chad Insko, Director of Public Works



Agenda Item Executive Summary

Item Name A RESOLUTION APPROVING A TASK ORDER FOR
DESIGN ENGINEERING SERVICES FOR THE SWIFT
STREET WATER MAIN RECONSTRUCTION PROJECT Committee or Board Board

BUDGET IMPACT

Amount:	N/A	Budgeted:	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

The Village Board previously approved a task order for design engineering services related to the Swift Street Water Main Reconstruction Project at its January 21, 2026 meeting. Fehr Graham, as the Village Engineer, is completing the design for the project. Once the bid process is complete, the Board will be asked to approve the acceptance of construction bids and proceed with implementation.

This project will replace aging and outdated transite water main infrastructure along Swift Street, resolving long-standing hydraulic issues and supporting the Village's broader effort to improve water system reliability and public health through phased investment in critical utility upgrades.

ATTACHMENTS (PLEASE LIST)

Available upon Receipt from Fehr Graham

ACTION REQUESTED

- ☐ For Discussion Only
☒ Resolution
☐ Ordinance
☒ Motion:

MOTION: INFORMATION REGARDING BID ACCEPTANCES WILL BE PROVIDED UPON COMPLETION OF THE BIDDING PROCESS.

Staff: Joseph Dienberg, Village Administrator
Chad Insko, Director of Public Works Date: 2/4/2026



Agenda Item Executive Summary

Item Name A RESOLUTION APPROVING A TASK ORDER WITH FEHR GRAHAM FOR PLATTING SERVICES RELATED TO THE KASCH DRIVE INFRASTRUCTURE IMPROVEMENTS Committee or Board Board

BUDGET IMPACT

Amount:	N/A	Budgeted:	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

This resolution authorizes a task order with Fehr Graham for professional platting services in connection with the planned improvements to Kasch Drive. Services will include preparation of plats of easement, dedication, or right-of-way as needed to facilitate legal and physical access for public infrastructure installation. These services are critical to the coordination and legal readiness of the broader 2026 construction plans.

ATTACHMENTS (PLEASE LIST)

Available upon Receipt from Fehr Graham

ACTION REQUESTED

- ☐ For Discussion Only
- ☒ Resolution
- ☐ Ordinance
- ☒ Motion:

MOTION: I MOVE TO APPROVE RESOLUTION 2026-__ R, A RESOLUTION APPROVING A TASK ORDER WITH FEHR GRAHAM FOR PLATTING SERVICES RELATED TO THE KASCH DRIVE INFRASTRUCTURE IMPROVEMENTS

Staff: Chad Insko, Director of Public Works Date: 2/4/2026
Joey Dienberg, Village Administrator



Agenda Item Executive Summary

Item Name A RESOLUTION APPROVING A TASK ORDER WITH FEHR GRAHAM FOR ENGINEERING DESIGN SERVICES FOR THE KASCH DRIVE ROAD CONSTRUCTION Committee or Board Board

BUDGET IMPACT

Amount:	N/A	Budgeted:	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

This resolution approves a task order with Fehr Graham for the design of road improvements along Kasch Drive. This work includes surveying, drainage design, pavement design, and preparation of construction plans and specifications. The Kasch Drive road construction project is a central component of the Village's 2026 capital infrastructure plans, aimed at improving road conditions and long-term durability in the area.

ATTACHMENTS (PLEASE LIST)

Available upon Receipt from Fehr Graham

ACTION REQUESTED

- ☐ For Discussion Only
- ☒ Resolution
- ☐ Ordinance
- ☒ Motion:

MOTION: I MOVE TO APPROVE RESOLUTION 2026-__ R, A RESOLUTION APPROVING A TASK ORDER WITH FEHR GRAHAM FOR ENGINEERING DESIGN SERVICES FOR THE KASCH DRIVE ROAD CONSTRUCTION

Staff: Chad Insko, Director of Public Works Date: 2/4/2026
Joey Dienberg, Village Administrator