



VILLAGE OF WINNEBAGO

COMMITTEE OF THE WHOLE

January 07, 2026 at 6:05 PM
108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/856730805>

Or by (Toll Free): 1 877 309 2073 | Access Code: 856-730-805

1. **RECORDING OF THE MEETING**
2. **CALL TO ORDER**
3. **ROLL CALL**
4. **ESTABLISHMENT OF A QUORUM**
5. **MEETING GUIDELINES**

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

6. **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.

7. **APPROVAL OF MINUTES**

- [a.](#) Approval of Committee of the Whole Meeting Minutes from December 17, 2025

8. **DISCUSSION**

- [a.](#) Ordinance Adopting Lexipol Updates
 - [b.](#) 2026 Construction Project Overview
 - c. Request for Proposal - Unified Development Ordinance Comprehensive Plan
 - d. Approval of the Village Administrator Contract

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

10. **NEW BUSINESS**

11. **ADJOURNMENT**

Posted: December 30, 2025 at 3:15 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491

The Committee of the Whole of the Village of Winnebago was held on December 17, 2025, at 6:10 p.m.
The link for the employees and the public to attend remotely was made available through GoToMeeting.

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

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Public Works Director Chad Insko, Chief White, Lieutenant Nick Haff, and Deputy Clerk Kellie Symonds, Treasurer Dana Novinson, and Kyle Okubo.

4. ESTABLISHMENT OF A QUORUM – A quorum was established.
5. MEETING GUIDELINES
6. PUBLIC COMMENT – No one requested the opportunity to address the Board.
7. APPROVAL OF MINUTES
 - a. A motion was made by MR. LEFEVRE, seconded by MR. GRAHAM to accept the minutes of the December 03, 2025, meeting as presented. Motion carried on a voice vote.
8. DISCUSSION
 - a. The Board discussed charging back to the consumer the credit and debit card fee as the costs this year through November were \$40,000. It was noted that area communities charge back these fees. The Board agreed that this chargeback should be implemented as soon as possible once the public has been notified, and the new software is up and running.
 - b. The Village Administrator contract will be discussed in Executive (Closed) Session.
9. EXECUTIVE SESSION pursuant to 5ILCS 120/2(c)

A motion was made by MR. LEFEVRE seconded by MR. ACKERMAN to go into Executive (Closed) Session per 5ILCS 120/2 (c)(1) at 6:31 p.m. Motion carried on a unanimous roll call vote of those present. Those present in Executive Session will be the Board, the Village Attorney, Village Administrator and the Clerk. The Board returned with the same people listed attending the Executive Session at 9:09 p.m.
10. NEW BUSINESS – No new business.
11. ADJOURNMENT

A motion was made by MR. LEFEVRE, seconded by MR. ACKERMAN to adjourn at 9:09 p.m. Motion carried on a voice vote.

UNAPPROVED

Sally Jo Huggins, Village Clerk



Agenda Item Executive Summary

Item Name Lexipol Policy Updates Committee or Board Village Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The Village of Winnebago Police Department utilizes the Lexipol policy management platform to ensure departmental policies remain aligned with current federal and state laws, regulatory requirements, and nationally recognized law enforcement best practices. Lexipol serves as the Department's primary mechanism for monitoring legislative developments and translating statutory, judicial, and professional standards into actionable policy guidance.

Throughout the past year, Lexipol issued **51 recommended policy changes** affecting the Winnebago Police Department's policy manual. These updates were driven by a combination of newly enacted legislation, amendments to existing statutes, evolving case law, and changes in law enforcement best practice standards. In addition, certain revisions involved clarification of language, improved procedural guidance, and restructuring of existing policies to enhance consistency, accountability, and operational effectiveness.

Several policies were also **added, consolidated, or removed**, with deleted policies being incorporated into revised or newly created policies to streamline the manual and eliminate redundancy. This continuous review and update process ensures that the Department's policies remain legally defensible, operationally current, and reflective of contemporary policing expectations.

The Department's ongoing partnership with Lexipol and adherence to its recommended updates demonstrate a sustained commitment to legal compliance, professional integrity, and the delivery of effective, responsible law enforcement services to the community.

ATTACHMENTS (PLEASE LIST)

Redline version of policy changes/updates included as a separate document.

ACTION REQUESTED

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

MOTION:

Staff: Chief of Police Jeff White Date: 12/30/2025



Agenda Item Executive Summary

Item Name 2026 Construction Project Overview Committee or Board Committee

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The attached staff memorandum provides an overview of construction projects grouped into key categories used by the Village for capital planning, including projects completed in the prior year, projects carrying over due to design or regulatory timing, new projects planned for the upcoming construction season, and projects actively being pursued through external funding opportunities.

This discussion is intended to provide context for the Village's overall construction program and to outline the various projects that will be advancing following this meeting. As engineering design progresses, staff will return to the Board with task orders, bid approvals, and construction awards for individual projects. Consistent with past practice, staff anticipates bidding projects in late winter and early spring to align with peak summer construction schedules.

ATTACHMENTS (PLEASE LIST)

Staff Memo

ACTION REQUESTED

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

MOTION:

Staff: Joey Dienberg, Village Administrator Date: 1/7/2026



VILLAGE OF WINNEBAGO

MEMORANDUM

Prepared By:	Joey Dienberg, Village Administrator
To:	Committee of the Whole
Date:	January 7, 2026
Subject:	2026 Construction Project Overview

The projects outlined below reflect (1) infrastructure improvements completed during the 2025 construction year, (2) projects that will carry over into 2026 due to design progression or regulatory coordination, and (3) new projects planned for implementation in 2026. Collectively, these projects reflect the Village’s continued investment in core infrastructure, with a focus on system reliability, roadway safety, regulatory compliance, and cost-effective delivery of capital improvements.

Completed Projects in 2025

The following projects were substantially completed during the 2025 construction season:

- **Clayton Court Water Main Loop:** Completed in-house by the Village’s Public Works Department to strengthen water distribution, improve fire protection, and eliminate dead-end mains. By self-performing this work, the Village avoided outside construction costs and achieved an estimated cost savings of **\$ 120,000.**
- **Church Street and Goodling Street Water Main Loop:** Constructed in-house by the Village’s Public Works Department to strengthen water distribution, improve fire protection, and eliminate dead-end mains. This approach resulted in an estimated cost savings of **\$ 250,000** compared to contracted construction.
- **Goodling Street Resurfacing (MFT):** Goodling Street resurfacing was completed as part of the Village’s 2025 Motor Fuel Tax (MFT) program. When the Westfield Road box culvert project experienced regulatory delays, the Village shifted available MFT funds to Goodling Street to ensure those funds were used productively rather than sitting idle. This approach allowed the Village to maintain forward momentum on infrastructure improvements while continuing to advance the Westfield Road project through the approval process.

Carryover Projects into 2026

The following projects were advanced through planning, design, or regulatory review in prior years and will continue into the 2026 construction season:

- **Main Street Widening:** Design work for the resurfacing and widening of a portion of West Main Street advanced through 2025, including drainage improvements and evaluation of on-street parking. The project is anticipated to be bid in early 2026, with construction to follow pending final approvals.
- **Westfield Road Box Culvert (MFT):** Engineering and regulatory coordination continued in 2025 for the replacement of the box culvert under Westfield Road. The project required additional review after IDOT determined it qualified under the “Construction” category rather than “General Maintenance.” Required environmental and survey work has been completed, positioning the project for construction in 2026.

New Projects Planned for 2026

The following projects are new additions to the 2026 construction program and will be brought forward for Board consideration as engineering design, funding sources, and schedules are finalized:

- **Kasch Drive Water Main Loop:** A new utility project intended to improve water system redundancy and support current and future development within the Kasch Drive corridor. Early material procurement has been pursued to control costs and allow for potential in-house construction by Public Works, consistent with prior loop installations.
- **Kasch Drive Road Construction:** Planned roadway construction to be coordinated with underground utility improvements to ensure efficiency, reduce redundant work, and minimize long-term disruption.
- **Swift Street Water Main Reconstruction:** A full reconstruction of the existing water main driven by the presence of transite pipe and known system deficiencies, including converging and diverging flow issues that negatively impact hydraulic performance. This project is intended to address material concerns, improve system reliability, and bring the corridor into compliance with modern water system standards.

In the Hunt

In addition to the projects programmed above, the Village has several infrastructure projects currently “in the hunt” through regional and state funding processes. These projects have been formally submitted for grant and infrastructure funding consideration and remain active candidates for advancement depending on funding awards, prioritization, and project readiness:

- **Cunningham Road Water Main Replacement:** A proposed water main project intended to address aging infrastructure and improve system reliability along the Cunningham Road corridor.
- **Production Well No. 5:** A utility infrastructure project focused on maintaining long-term water supply reliability and operational resiliency within the Village’s water system.
- **2026 Street Improvement Candidates:**
 - W. Soper Street (Booker Street to S. Pec Street)
 - S. Swift Street (Soper Street to Cunningham Road)
 - S. Pec Street (Soper Street to Cunningham Road)
 - W. Winnebago Street (Swift Street to alley east of S. Pec Street)

These projects were submitted as part of the Region 1 Planning Council’s infrastructure priority process and will be used to guide targeted funding pursuits and legislative advocacy. Inclusion in this section reflects active pursuit of external funding and does not represent final programming or construction authorization.