VILLAGE OF WINNEBAGO

REGULAR BOARD MEETING AGENDA

Monday, November 11, 2024 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

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

   Discussion and Vote to Allow an Absent Trustee to Vote By Phone or Other Allowable Means.
7. **DISCLOSURE OF ANY CONFLICT OF INTEREST**
8. **CHANGES TO AGENDA**
9. **PUBLIC COMMENT**

   It is recommended that a written request to address the Village Board by non-members should be submitted via mail, hand delivery, or the Village Website to the Village of Winnebago Office located at 108 West Main Street, Winnebago, Illinois, 61088, by 12:00 Noon on the day of the meeting scheduled by the Village authorities in which the speaker would like to participate. Alternatively, speakers may fill out the form at the meeting to sign up for public comment. Each speaker is limited to three (3) minutes. A maximum of thirty (30) minutes shall be allowed for public comment at each meeting.
10. **CONSENT AGENDA**

    Items included in the consent agenda will be denoted with an asterisk (*). All items on the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda and placed on the active agenda to be discussed and approved separately.

11. **APPROVAL OF MINUTES**
    a. ***Approval of Board Trustees Meeting Minutes from October, 14, 2024
12. **APPROVAL OF BILLS**
    a. *Approval of Invoices Presented for Payment $130,492.19
    b. *Post-Board Packet bills for approval within 30 days of receipt, per Local Government Prompt Payment Act (50 ILCS 5051)- none
13. **PRESIDENT**
    a. President's Report- October 2024
    b. *Snowmobile Trail on Village Property
14. **CLERK'S REPORT**
    a. Schedule of Meetings
15. **TREASURER'S REPORT**
    a. October 2024 Treasurer's Report
16. **ADMINISTRATIVE REPORTS**
    a. Chief of Police Monthly Statistics Report
    b. Fehr-Graham – Engineering Report
    c. Code Enforcement & Building Officer Monthly Report
    d. Public Works Monthly Water Usage and Production Reports - not included in packet
    e. Village Administrator Monthly Report
17. **QUESTIONS FROM TRUSTEES/STAFF**
18. **PUBLIC WORKS COMMITTEE/REPORTS/REQUESTS**
    a. Approval of Change Order No.1 For The 2024 MFT Project
    b. Approval Of Pay Application No. 2 For The 2024 MFT Project
    c. An Ordinance Establishing Rules and Regulations for Constructing Facilities within the Village Right-Of-Way
19. **COMMUNITY DEVELOPMENT COMMITTEE/REPORTS/REQUESTS**
    a. An Ordinance Adopting Certain 2021 Edition International Code Council Codes, 2014 Illinois Plumbing Code, 2020 Edition National Electric Code, 2021 National Fire Protection Association Life Safety Code, with Certain Amendments or Additions, and Revoking, Replacing, and Superseding Ordinance No. 2018-09 and 2022-01 Pertaining to the Same
20. **POLICE COMMITTEE/REPORTS/REQUESTS**
    a. Amended Indemnification Policy for Part-Time Police Officer per Lexipol Policy 1039

21. **FINANCE COMMITTEE/REPORTS/REQUESTS**
    a. *Line Item Transfer
22. **LIQUOR COMMITTEE/REPORTS/REQUESTS**
23. **ADMINISTRATIVE TEAM/REPORTS/REQUESTS**
    a. Strategic Planning- Update
    b. Delta Dental 2025 Premium Rates
    c. Office Structure Discussion and Possible Current Employee(s) Compensation Adjustment
    d. Possible Title Change - Police Department Employee Based on Evaluation Performance of Duties
24. **ZONING COMMISSION/REPORTS/REQUESTS**
    a. Ordinance Granting Special Use Permit for Crematory - 602 N Elida Street
25. **EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120/2(c)**
26. **NEW BUSINESS**
27. **TABLED/DEFERRED ITEMS**
28. **UPCOMING MEETINGS**
29. **ADJOURNMENT**

Posted: Wednesday, November 07, 2024 at 1:30 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 October 14, 2024, at 6:00 P.M. with President Franklin J. Eubank, Jr. presiding. The link for the employees and the public to attend remotely was made available through GoToMeeting.

ROLL CALL: ACKERMAN – MCKINNON – PITNEY - SMITH -present
KIM –LEFEVRE - absent

Guests in person: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Chief Jeff White, Sergeant Nick Haff, Public Works Director Chad Insko, Treasurer Dana Novinson, Brody Falnes, Zach Wendler, Jenny Blocker, and attending remotely Engineer Luke Ziegler of Fehr Graham

A quorum was established.

No conflict of interest was noted.

9. PUBLIC COMMENT
No one requested the opportunity to address the Board.

10. CONSENT AGENDA
A motion was made by MR. ACKERMAN, seconded by MR. SMITH to approve the Consent Agenda items. Motion carried on a unanimous roll call vote of those present.

11. APPROVAL OF MINUTES:
    a. Approval of Board of Trustees Meeting Minutes from August 12, 2024
    b. Approval of Special Board Meeting Minutes of September 30, 2024
12. APPROVAL OF BILLS
    a. Approval of Invoices Presented for Payment - $121,340.14
    b. Post-Board Packet bills for approval within 30 days of receipt, per Local Government Prompt Payment Act (50 ILCS 5051) – NONE
19. COMMUNITY DEVELOPMENT COMMITTEE/REPORTS/REQUESTS
    a. Road Closure Monster Mash Dash – Park District
21. FINANCE COMMITTEE/REPORTS/REQUESTS
    b. Resolution 2024-26R A RESOLUTION TO AMEND THE PREVIOUS RESOLUTION 2024-13R, A RESOLUTION APPROVING THE PURCHASE OF A 2024 POLARIS RANGER XP 1000 NS UTV FROM MONROE POWERSPORTS FOR USE BY PUBLIC WORKS AND POLICE DEPARTMENT.
    d. Approval of 2025 IML Risk Management Invoice

It was noted that the projected income in the packet was updated and provided to each Board member.

13. PRESIDENT
    a. The President's Report was included in the packet.

14. CLERK'S REPORT – none presented

15. TREASURER'S REPORT

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b. The October Treasurer's Report was included in the packet.

16. ADMINISTRATIVE REPORTS were included in the packet.

17. QUESTIONS FROM TRUSTEES/STAFF - There were no questions from Trustees or Staff

18. PUBLIC WORKS COMMITTEE/REPORT/REQUESTS
   a. Attorney Gaziano explained the process for Silo Communications to obtain a utility permit. To get a franchise agreement a public hearing will be required.
   b. A motion was made by MR. MCKINNON, seconded by MR. SMITH to adopt Resolution 2024-27R as amended, A RESOLUTION TO APPROVE THE STATE OF ILLINOIS, CENTRAL MANAGEMENT SERVICE CONTRACT FOR JPMC ROCK SALT BULK, FY25, CONTRACT NO. 24-416CMS-BOSS4-42993. Motion carried on a unanimous roll call vote of those present.

19. COMMUNITY DEVELOPMENT COMMITTEE/REPORTS/REQUESTS
   a. Sale of Village property will be discussed in Executive (Closed) Session.

20. POLICE COMMITTEE/REPORTS/REQUEST – No items for discussion

21. FINANCE COMMITTEE/REPORTS/REQUESTS
   a. Ms. Blocker, a partner with Benning Group, talked about the audit report for 2023. She explained that the year-end cash balance was up from the end of 2022. She also noted that as with most small municipalities the segregation of duties would be better with more staff. Thank you to Ms. Blocker and from her.
   c. A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN to adopt Resolution 2024-28R. A RESOLUTION AUTHORIZING FINAL SALES TAX REBATE PAYMENT TO FUND 601, L.L.C. (KNOWN AS SULLIVAN'S FUND 601). Motion carried on a unanimous roll call vote of those present.

22. LIQUOR COMMITTEE/REPORTS/REQUESTS – No items for discussion

23. ADMINISTRATIVE TEAM/REPORTS/REQUESTS
   a. A motion was made by MR. ACKERMAN, seconded by MR. SMITH to approve the medical insurance as quoted for 2025. This will be affirmed by resolution at the November meeting. Motion carried on a unanimous roll call vote of those present.

24. ZONING COMMISSION/REPORTS/REQUESTS – No items for discussion

26. NEW BUSINESS
The November Committee of the Whole Meeting will be Tuesday, November 26, 2024, at 6:00 p.m.
An amendment to the Unified Development Ordinance with regard to sprinklers will be discussed at the October 23, 2024, meeting.
The Codification of Ordinances is still an open issue. Attorney Gaziano has been in contact with CivicPlus (Municode).

25. EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120(c) And (6) –

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A motion was made by MR. MCKINNON, seconded by MR. SMITH to go into closed session at 6:54 p.m. to discuss employee compensation and the sale of Village Property. Motion carried on a unanimous roll call vote of those present.

The Board returned to Regular Session at 7:11 p.m.

In attendance the same four Trustees, Chad Insko, Joseph Dienberg and Attorney Mary Gaziano.

19. COMMUNITY DEVELOPMENT COMMITTEE/REPORTS/REQUESTS
    b. Sale of Village Property – Winnebago Highlands: A motion was made by MR. SMITH, seconded by MR. PITNEY to authorize President Eubank to attend the closing for the sale of two properties on Thomas Avenue and sign the contract with Christopher Murdakes for the sale at $18,000 for each property. Motion carried on a unanimous roll call vote of those present.

27. TABLED/DEFERRED ITEMS – none

28. ADJOURNMENT

A motion was made by MR. MCKINNON, seconded by MR. SMITH to adjourn 7:13 p.m. Motion carried on a voice vote.

DRAFT – UNAPPROVED

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Sally Jo Huggins, Village Clerk

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Warrant List

November 11, 2024
Board Meeting

Warrant List

Section 1: Invoices Presented for Approval - $ 130,492.19
Section 2: Invoices over $5,000 - $ 94,101.74

** Invoices are available for inspection and review**

SECTION 1:

WARRANT LIST

Invoices Presented

For Board Approval

Total Invoices: $ 130,492.19

VENDOR SET: 01 Village of Winnebago, IL
BANK: AP AP BANK
DATE RANGE:11/11/2024 THRU 11/11/2024

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000253		A.C. MCCARTNEY							
	C-37080	CM TUBE FOR 29 TUBE BIN	N	11/11/2024	43.03CR		000000		
	I-37080	TUBE FOR 29 TUBE BIN	N	11/11/2024	43.03		000000		
000600		A GUY FOR THAT SERVICE & REPAI							
	I-2481	MARKER LIGHTS FOR FLATBED	R	11/11/2024	97.80		026159		97.80
016055		AIRGAS USA, LLC D/B/A ENCOMPAS							
	I-5510949419	CYLINDER RENTAL	R	11/11/2024	24.38		026160		24.38
000367		CITY OF ROCKFORD							
	I-75003851	WATER ANALYSIS	R	11/11/2024	120.00		026161		120.00
000100		CONSERV FS							
	I-108025225	FUEL- AKROGOLD UNL	R	11/11/2024	565.13		026162		
	I-108025226	FUEL- DIESELEX GOLD	R	11/11/2024	417.84		026162		
	I-45057396	SUNNY GLAMOUR MIX	R	11/11/2024	597.99		026162		
	I-45057621	STRAW BLANKET	R	11/11/2024	29.99		026162		
	I-45057622	STRAW BLANKET	R	11/11/2024	29.99		026162		1,640.94
000024		FEHR-GRAHAM & ASSOCIATES							
	I-126086 PRJ:24-125	2024 GENERAL ENGINEERING	R	11/11/2024	4,264.50		026163		
	I-126087 PRJ:24-1255	BIDDING PLAN AND SPECS REVIEW	R	11/11/2024	5,912.50		026163		
	I-126088 PRJ:24-1570	TOPOGRAPHY SURVEY: RESH FARM	R	11/11/2024	3,100.00		026163		
	I-126089 PRJ:24-271A	2024 MFT CONSTRUCTION ENGINEER	R	11/11/2024	435.00		026163		13,712.00
016040		FERGUSON WATER WORKS SUPPLY							
	C-CM045775	CM FOR INV 0505088	R	11/11/2024	141.96CR		026164		
	C-CM045921	CM FOR FREIGHT ON INV 0505088	R	11/11/2024	8.82CR		026164		
	C-CM045927	VAC PUMP ASSY INV#0507625	R	11/11/2024	492.37CR		026164		
	I-0483996-7	MINN CURB REP CTSXFNPT	R	11/11/2024	148.79		026164		
	I-0505088	2X1-1/2 BLK MI BUSH	R	11/11/2024	150.78		026164		
	I-0505502	VAC PUMP ASSY	R	11/11/2024	455.43		026164		
	I-0507625	VAC PUMP ASSY	R	11/11/2024	492.37		026164		
	I-0507657	BRS PIPE PLUG F/ WATEROUS PACE	R	11/11/2024	110.60		026164		714.82
000044		GAZIANO,ATTORNEY MARY							
	I-202410292538	MULTIPLE TRAFFIC INVOICES	R	11/11/2024	333.75		026165		333.75
000536		GILL'S FREEPORT DISPOSAL							
	I-23300173T087	GILLS OCT STATEMENT	R	11/11/2024	18,609.78		026166		18,609.78
000187		HARMS LANDSCAPE							
	I-10175	CHANGE OF HYDRANGEAS MEM. PARK	R	11/11/2024	300.00		026167		300.00

VENDOR SET: 01 Village of Winnebago, IL
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DATE RANGE:11/11/2024 THRU 11/11/2024

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000147		HAWKINS, INC.							
	I-6901478	CHEMICALS	R	11/11/2024	864.41		026168		864.41
000617		HESLOP EXCAVATING							
	I-1193	RESHAPE WATERWAY & STRAW	R	11/11/2024	3,860.00		026169		
	I-1203	RESHAPED & EXTENDED WATERWAY	R	11/11/2024	1,000.00		026169		4,860.00
000211		LEXIPOL LLC							
	I-INVLEX11242510	ANNUAL POLICE MANUAL	R	11/11/2024	4,760.57		026170		4,760.57
000412		LEXISNEXIS RISK DATA MANAGEMEN							
	I-1100033293	SEPT 2024 CONTRACT FEE	R	11/11/2024	42.00		026171		42.00
000683		LOYAL 9 MANUFACTURING LLC							
	I-470	X3 RIFLES AND ACCESSORIES	R	11/11/2024	9,070.00		026172		9,070.00
000639		LRS, LLC							
	I-PS628235	MEMORIAL PARK RENTAL	R	11/11/2024	137.50		026173		137.50
000307		MANHEIM, CASPER							
	I-24-11	NOV CODE ENFORCEMENT	R	11/11/2024	960.00		026174		
	I-24-11B	NOV BUILDING INSPECTOR	R	11/11/2024	1,000.00		026174		1,960.00
000255		MARY K. GOTTMAN							
	I-202410222532	PW SHIRTS/PERSONNEL SHIRTS	R	11/11/2024	1,109.16		026175		1,109.16
000650		MCNEELY, ROBERT							
	I-202410222530	HEALTH INS DEDUCTABLE REIMBURS	R	11/11/2024	1,000.00		026176		
	I-202410292539	REIMBURSE TRUNK OR TREAT	R	11/11/2024	96.40		026176		1,096.40
000360		MIDWEST METER, INC.							
	I-0171748-IN	CELLULAR LTE-M PIT W/ 308	R	11/11/2024	657.06		026177		
	I-0172277-IN	RES 2024-24R METER PURCHASE	R	11/11/2024	23,400.00		026177		
	I-0172471-IN	2" E-SERIES HRE-LCD TWIST	R	11/11/2024	2,009.08		026177		26,066.14
000365		OLSON TREE SERVICE							
	I-335	S. CHURCH ST- TREE REMOVAL X2	R	11/11/2024	1,800.00		026178		1,800.00
000298		PACE ANALYTICAL SERVICES, LLC							
	I-247220883	FLUORIDE BY PROBE	R	11/11/2024	61.50		026179		61.50
000416		PHILS POWER PLUS							
	I-68314	2014/2019 INTNL	R	11/11/2024	80.00		026180		80.00

VENDOR SET: 01 Village of Winnebago, IL
BANK: AP AP BANK
DATE RANGE:11/11/2024 THRU 11/11/2024

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000527		PITNEY CONSTRUCTION							
	I-202410222529	228' SIDEWALK & DRIVEWAY APRON	R	11/11/2024	10,496.00		026181		10,496.00
000582		POLLARDWATER							
	C-CMC271947	CR FOR INV#0271947 & 0273103	R	11/11/2024	103.87CR		026182		
	I-0271947	SWVL COUP, SWIV LONGH, ELBOW	R	11/11/2024	1,143.35		026182		
	I-0273103	SEE CM: CMC271947	R	11/11/2024	103.87		026182		1,143.35
000051		POSTMASTER							
	I-202410222533	POSTAGE FOR WATER BILLS	R	11/11/2024	750.00		026183		750.00
016045		RAY O'HERRON CO.,INC.							
	I-2369312	CUFF CASE EXO ASP	R	11/11/2024	38.87		026184		38.87
000384		REGION 1 PLANNING COUNCIL (WIN							
	I-FY25-0355-2	2ND QUARTER- SUPPORTING GIS	R	11/11/2024	990.75		026185		990.75
000017		ROCK VALLEY PUBLISHING							
	I-462289	ZONING HEARING 10/28	R	11/11/2024	239.88		026186		239.88
000422		ROCKFORD INFORMATION TECHNOLOG							
	I-39459	INCODE NOT GENERATING PDF	R	11/11/2024	285.00		026187		
	I-39477	ASUS ROUTER	R	11/11/2024	50.00		026187		
	I-39479	SYMONDS SEARCH ISSUE	R	11/11/2024	50.00		026187		
	I-39614	SETUP DIENBERG TEAMS ADMIN	R	11/11/2024	25.00		026187		
	I-39615	INSTALL PRINTER ON SERVER	R	11/11/2024	75.00		026187		
	I-39742	DISABLE COTTER EMAIL/ACCOUNT	R	11/11/2024	50.00		026187		
	I-39755	ACRONIS CLOUD BACKUP-OCT	R	11/11/2024	60.00		026187		
	I-39761	DATTO CLOUD-OCT	R	11/11/2024	140.00		026187		
	I-39763	REMOTE MONITORING- OCT	R	11/11/2024	127.00		026187		
	I-39807	SMARTDOCK X2	R	11/11/2024	519.98		026187		
	I-39818	NANOBEAM AC GEN2 AIRMAX X2	R	11/11/2024	300.00		026187		1,681.98
000142		ROCKFORD LITHO CENTER							
	I-18533	BILLING ENVELOPES	R	11/11/2024	438.00		026188		438.00
000033		ROGERS READY MIX & MATERIALS							
	I-325886	AG LIME- 36.29 TONS	R	11/11/2024	127.03		026189		
	I-325972	AG LIME- 37.22 TONS	R	11/11/2024	130.27		026189		
	I-326149	AG LIME- 19.81 TONS	R	11/11/2024	69.34		026189		326.64
000825		SULLIVAN'S FOODS							
	I-202410222531	SEPTEMBER CHARGES	R	11/11/2024	260.42		026190		260.42

VENDOR SET: 01 Village of Winnebago, IL
BANK: AP AP BANK
DATE RANGE:11/11/2024 THRU 11/11/2024

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000578		SYMONDS, KELLIE							
	I-202410292537	SEPT/OCT MILEAGE REIMBURSEMENT	R	11/11/2024	267.40		026191		267.40
016032		TYLER TECHNOLOGIES							
	I-025-481595	UB TRANSACTION FEES	R	11/11/2024	1,435.00		026192		
	I-025-483766	QUARTER BILL 12/1/24-2/28/25	R	11/11/2024	3,323.39		026192		4,758.39
001004		VILLAGE OF WINNEBAGO							
	I-03-4203-01 OCT 24	600 W SOPER ST	R	11/11/2024	6.42		026193		
	I-03-4204-01 OCT 24	600 W SOPER ST	R	11/11/2024	78.41		026193		
	I-03-5380-00 OCT 24	108 W MAIN ST	R	11/11/2024	13.12		026193		
	I-07-1467-00 OCT 24	400 E MCNAIR RD WELL#3	R	11/11/2024	19.72		026193		117.67
000623		WANLESS BROTHERS MOVING & STOR							
	I-7805	OCT STORAGE/SEPT ACTIVITY	R	11/11/2024	50.00		026194		50.00
000222		WEST SIDE TRACTOR SALES							
	I-228407	PLUS-50 TM ENGI	R	11/11/2024	130.00		026195		
	I-F87077	JD 524 P-TIER 4WD	R	11/11/2024	541.00		026195		671.00
000681		WHITE CAP, L.P.							
	I-50028604842	TACTILE WARNING SURFACE ADA	R	11/11/2024	151.99		026196		151.99
000616		XEROX FINANCIAL SERVICES							
	I-6344028	XEROX: OCT CONTRACT PAYMENT	R	11/11/2024	316.53		026197		
	I-6406433	XEROX: NOV CONTRACT BILL	R	11/11/2024	333.52		026197		650.05
000108		BADGER METER INC							
	I-80176225	ORION CELLULAR RES 24-24R	R	11/11/2024	1,076.35		026198		1,076.35
000619		CIVICPLUS, LLC							
	I-Q-79302-1	LEGAL REVIEW UDO RES 24-19R	R	11/11/2024	9,620.00		026199		9,620.00
000731		MENARDS - CHERRY VALLEY							
	I-69213	CLEANING SUPPLIES, HOSE, TORCH	R	11/11/2024	910.94		026200		910.94
000010		MERIDIAN IMPLEMENT COMPANY							
	I-01-212190	MOUNT, CAST JACK	R	11/11/2024	26.59		026201		26.59
000685		SAFELITE FULFILLMENT, INC							
	I-05120-216863	SAFELITE FULFILLMENT, INC	R	11/11/2024	669.55		026202		669.55
000327		TRICKIE ENTERPRISES							
	I-00128882	SEAL AND STRIPE BB COURT	R	11/11/2024	800.00		026203		800.00

VENDOR SET: 01 Village of Winnebago, IL
BANK: AP AP BANK
DATE RANGE:11/11/2024 THRU 11/11/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000411	UNIFORM DEN EAST INC							
I-93917	SWEATER, SHIRT- NICHOLS	R	11/11/2024	367.40		026204		367.40
000842	WINNEBAGO COUNTY ANIMAL SERVIC							
I-13395	ANIMAL SERVICES 2023-2024	R	11/11/2024	6,527.82		026205		6,527.82

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	47			130,492.19	0.00	130,492.19
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:	1			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:	48	130,492.19	0.00	130,492.19
BANK: AP TOTALS:	48	130,492.19	0.00	130,492.19
REPORT TOTALS:	48	130,492.19	0.00	130,492.19

SECTION 2:

WARRANT LIST

Invoices Over $5,000

$ 94,101.74

These invoices are included in the

Section 1 Warrant List

VENDOR SET: 01 Village of Winnebago, IL
BANK: AP AP BANK
DATE RANGE:11/11/2024 THRU 11/11/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000024	FEHR-GRAHAM & ASSOCIATES							
I-126086 PRJ:24-125	2024 GENERAL ENGINEERING	R	11/11/2024	4,264.50		026163		
I-126087 PRJ:24-1255	BIDDING PLAN AND SPECS REVIEW	R	11/11/2024	5,912.50		026163		
I-126088 PRJ:24-1570	TOPOGRAPHY SURVEY: RESH FARM	R	11/11/2024	3,100.00		026163		
I-126089 PRJ:24-271A	2024 MFT CONSTRUCTION ENGINEER	R	11/11/2024	435.00		026163		13,712.00
000536	GILL'S FREEPORT DISPOSAL							
I-23300173T087	GILLS OCT STATEMENT	R	11/11/2024	18,609.78		026166		18,609.78
000683	LOYAL 9 MANUFACTURING LLC							
I-470	X3 RIFLES AND ACCESSORIES	R	11/11/2024	9,070.00		026172		9,070.00
000360	MIDWEST METER, INC.							
I-0171748-IN	CELLULAR LTE-M PIT W/ 308	R	11/11/2024	657.06		026177		
I-0172277-IN	RES 2024-24R METER PURCHASE	R	11/11/2024	23,400.00		026177		
I-0172471-IN	2" E-SERIES HRE-LCD TWIST	R	11/11/2024	2,009.08		026177		26,066.14
000527	PITNEY CONSTRUCTION							
I-202410222529	228' SIDEWALK & DRIVEWAY APRON	R	11/11/2024	10,496.00		026181		10,496.00
000619	CIVICPLUS, LLC							
I-Q-79302-1	LEGAL REVIEW UDO RES 24-19R	R	11/11/2024	9,620.00		026199		9,620.00
000842	WINNEBAGO COUNTY ANIMAL SERVIC							
I-13395	ANIMAL SERVICES 2023-2024	R	11/11/2024	6,527.82		026205		6,527.82

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	7			94,101.74	0.00	94,101.74
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:	7	94,101.74	0.00	94,101.74
BANK: AP TOTALS:	7	94,101.74	0.00	94,101.74
REPORT TOTALS:	7	94,101.74	0.00	94,101.74

NOVEMBER 11, 2024, PRESIDENT'S REPORT

Spent the month of October reviewing and responding to various email messages and reviewing information from Illinois Municipal League (IML), updates from the State of Illinois, and updates from NorthCOG/Region 1 Planning.

Discussion with trustees/employees various times during the month of October.

October 14, 2024 – Attended and led Village Board meeting.

October 17, 2024 – Attended and participated in NorthCOG board meeting.

October 17, 2024 - Meeting with Village Administrator, Joey Dienberg, to discuss various village matters.

October 23, 2024 – Attended and led the Committee of the Whole (COW) meeting.

October 25, 2024 – Attended closing at Title Underwriters and signed documents for the sale of 2 village owned lots on Thomas Ave.

October 28, 2024 – Met with representatives from CUSD#323 regarding plans for construction of new transportation garage and parking area.

Agenda Item Executive Summary

Item Name	Winnebago Sno-Glider's Use of Village Property	Committee or Board	Board of Trustees

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

Since November 13, 2021, the Winnebago Sno-Gliders Snowmobile Club, Inc has requested permission to mark and maintain snowmobile trails through agreed portions of the Village of Winnebago property for the exclusive use of snowmobiles. The club will mark and maintain trials prior to and during the snowmobile season. Mr. Hazzard is aware that the policy will be renewed on 12/01/2024 and will update the Village with a revised Certificate of Insurance for the snowmobile season listing the Village of Winnebago as an additional insured.

ATTACHMENTS (PLEASE LIST)

Aerial Map of the proposed snowmobile trail

Certificate of Insurance – (to be revised); with the Village (landowner) listed as the additional insured, and coverage dates to be for the snowmobile season

Copy of the November 13, 2021, between the Winnebago Sno-Gliders Snowmobile Club, Inc and the Village of Winnebago for the Snowmobile Season (Fall-Winter-Spring)

ACTION REQUESTED

☐For Discussion Only

☐Resolution

☐Ordinance

☒Motion:

MOTION:

I move to authorize the Winnebago Sno-Gliders Snowmobile Club permission to mark and maintain snowmobile trails through the agreed portions of the Village of Winnebago property contingent upon receipt of the revised Certificate of Insurance listing the Village of Winnebago as an additional insured for the coverage period of during the fall, winter of 2024 and the spring of 2025 snowmobile season.

Staff: *Kellie Symonds* Date: 11/07/2024

Illinois Association of Snowmobile Clubs, Inc
PO Box 265
Marseilles IL 61341-0265
815-795-2021
iasc@mtco.com

SNOWMOBILE TRAIL PERMISSION

For the Snowmobile Season – Fall, Winter, and Spring

I, Franklin J. Eubank, Jr., as Village President of the Village of Winnebago agree to allow,
(Landowner/Lessee/Occupant)

The **Winnebago Sno-Gliders Snowmobile Club, Inc** hereinafter called the "Club",

Permission to mark and maintain Snowmobile Trails through the agreed portion of my property(ies), for the exclusive use of snowmobiles. The Club will mark and maintain these trials prior to and during the snowmobile season. Trail markers will be removed after the snowmobile season.

It is agreed that the Landowner/Lessee/Occupant of the property shall have no liability as stated in Illinois Compiled Statute 625 ILCS 40/5-1 (copy upon request).

The parties agree that no valuable consideration has been made to secure the permission to use the trail access. Liability protection under 625 ILCS 40 requires No Valuable Consideration.

625 ILCS 40 provides that it is mandatory that all snowmobile operators in Illinois have liability insurance when operating a snowmobile. The Club carries liability insurance to protect the Landowner/Lessee/Occupant.

The Landowner/Lessee/Occupant hereby requires being listed as an additional insured **to the trail liability insurance policy.**

This agreement may be terminated at any time by the Landowner/Lessee/Occupant by providing the Club sixty (60) days written notice.

Dated 11/13/21

Club Officer: Mark Hazzard – Trail Boss _____
Name (Please Print) Signature

Contact Information: (815) 985-5952 winnebagosnogliders@hotmail.com
Cell Number Email Address

Dated December 1, 2021

Grantor: Franklin J. Eubank, Jr. - Village President Franklin J. Eubank, Jr.
Name (Please Print) Signature

Contact Information: (815) 335-2020 feubank@villageofwinnebago.com
[redacted] Village Office Phone Email Address

GT - Final April 2021

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER V & V Insurance Agency Inc Po Box 159 Cresco IA 52136	**CONTACT NAME:** Kelly O'Donnell **PHONE (A/C, No, Ext):** 563-547-2161 **FAX (A/C, No):** 563-547-2046 **E-MAIL ADDRESS:** insurance@vandvins.com
INSURED WINNEBAGO SNO-GLIDERS, INC PO BOX 326 WINNEBAGO IL 61088	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** West Bend Mutual Insurance Co. 15350 **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 20231106143536129 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] **COMMERCIAL GENERAL LIABILITY** [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	N	A842183	12/01/2023	12/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ Excluded $ 1,000,000 $ 1,000,000 $ 1,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	[ ] **UMBRELLA LIAB** [ ] OCCUR [ ] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Snowmobile Club and Trail Liability Insurance, including Liability coverage for (1) Groomer.
Additional Insured as owner of the Groomer: Rockford Park District, 401 S Main St, Rockford, IL 61101.
Terrorism coverage is Excluded on this policy.
This policy has a $250.00 deductible per claim, not exceeding $2500.00 deductible per occurrence.

CERTIFICATE HOLDER

Rockford Park District
401 S Main St
ROCKFORD IL 61101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE Kelly O'Donnell

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CERTIFICATE OF LIABILITY INSURANCE

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PRODUCER V & V Insurance Agency Inc Po Box 159 Cresco IA 52136	**CONTACT NAME:** Kelly O'Donnell **PHONE (A/C, No, Ext):** 563-547-2161 **FAX (A/C, No):** 563-547-2046 **E-MAIL ADDRESS:** insurance@vandvins.com
INSURED WINNEBAGO SNO-GLIDERS, INC PO BOX 326 WINNEBAGO IL 61088	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** West Bend Mutual Insurance Co. 15350 **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 20231106143305679 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] **COMMERCIAL GENERAL LIABILITY** [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	N	A842183	12/01/2023	12/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ Excluded $ 1,000,000 $ 1,000,000 $ 1,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	[ ] **UMBRELLA LIAB** [ ] OCCUR [ ] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Snowmobile Club and Trail Liability Insurance, including Liability coverage for (1) Groomer.
Additional Insured as owner of the Groomer: Rockford Park District, 401 S Main St, Rockford, IL 61101.
See the attached Form WB1890 regarding coverage for all contracted landowners for trail use.
Terrorism coverage is Excluded on this policy.
This policy has a $250.00 deductible per claim, not exceeding $2500.00 deductible per occurrence.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE Kelly O'Donnell

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – AUTOMATIC STATUS WHEN REQUIRED BY WRITTEN CONTRACT WITH YOU

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. **Section II - Who Is An Insured** is amended to include as an additional insured any person or organization you are required by a written contract to name as an additional insured.

The written contract must be:

1. Currently in effect or becoming effective during the term of this policy; and
2. Signed by all parties to the written contract or written agreement prior to the "bodily injury," "property damage," "personal injury and advertising injury."

B. The insurance provided to the additional insured is limited as follows:

1. That person or organization is only an additional insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part, by:
   a. your ongoing operations performed for the insured at the location designated in the written contract; or
   b. premises owned or used by you.

   However:
   a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
   b. If coverage provided to the additional insured is required by a written contract or written agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

C. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
   a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
   b. Supervisory, inspection, architectural or engineering activities.
2. "Bodily injury" or "property damage" occurring after:
   a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed: or
   b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principle as a part of the same project.

D. As respects the coverage provided under this endorsement, Paragraph **4.b. Section IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended with the addition of the following:

4. Other Insurance

b. Excess Insurance

This insurance is excess over:

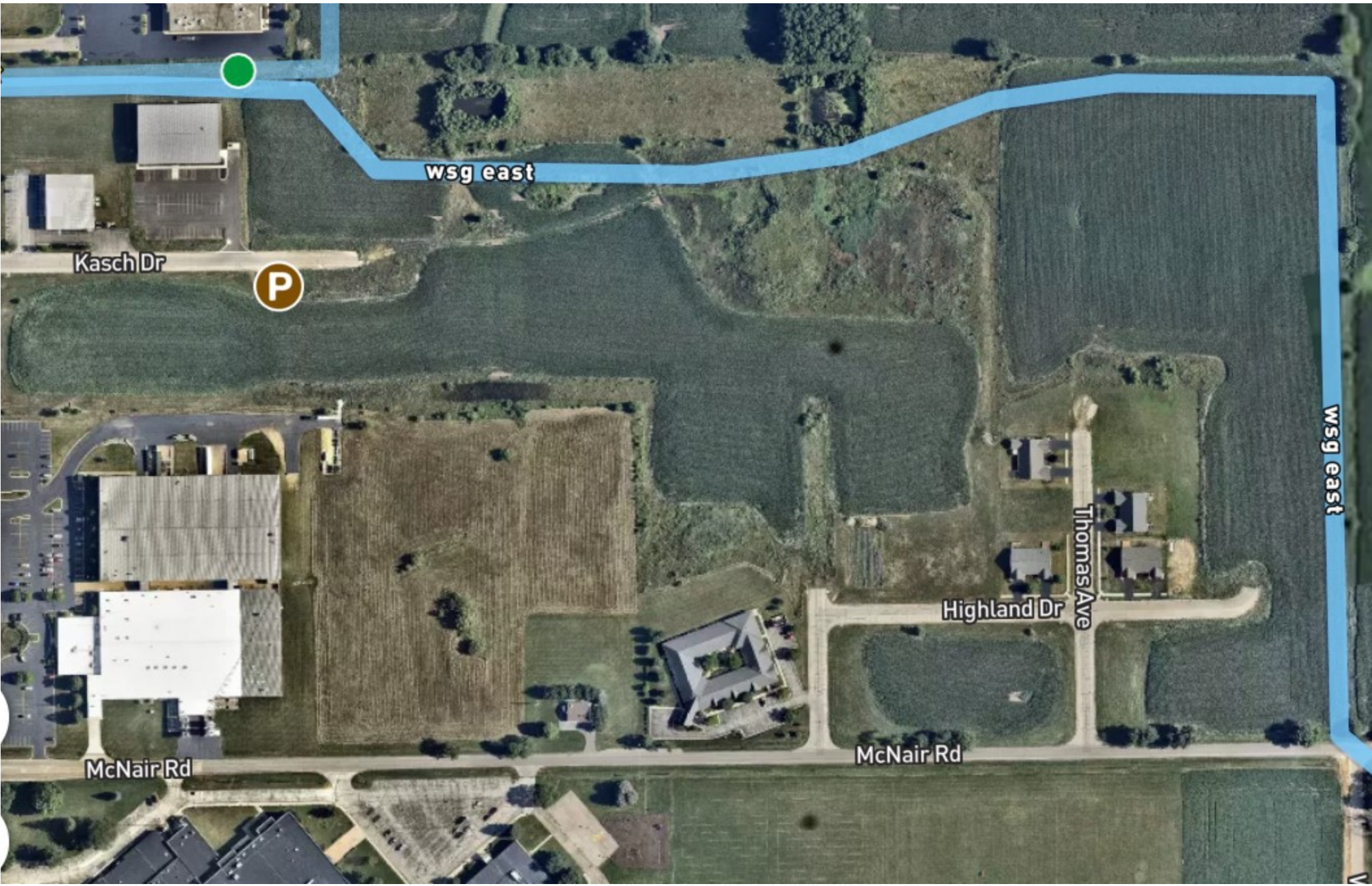
Any other valid and collectible insurance available, procured by or on behalf of the additional insured whether primary, excess, contingent or on any other basis unless a written contract specifically requires that this insurance be either primary or primary and noncontributing. Where required by written contract, we will consider any other insurance maintained by the additional insured for injury or damage covered by this endorsement to be excess and noncontributing with this insurance.

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If no written contract specifically requires primary or noncontributory coverage, then this insurance is excess, as a condition of coverage, the additional insured shall be obligated to tender the defense and indemnity of every claim or suit to all other insurers that may provide coverage to the additional insured, whether on a contingent, excess or primary basis.

When this insurance is excess, we will have no duty under Coverage **A.** and Coverage **B.** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

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wsg east
Kasch Dr
P
wsg east
Thomas Ave
Highland Dr
McNair Rd
McNair Rd

2025 Meeting Dates

The regular meetings for the Board of Trustees of the Village of Winnebago, Illinois will be held at the Village Board Room at 108 West Main Street, at 6:00 p.m. on the following dates:

January
Wednesday, January 1, 2025 - Cancelled
Wednesday, January 15, 2025

February
Wednesday, February 5, 2025
Wednesday, February 19, 2025

March
Wednesday, March 5, 2025
Wednesday, March 19, 2025

April
Wednesday, April 2, 2025
Wednesday, April 16, 2025

May
Wednesday, May 7, 2025
Wednesday, May 21, 2025

June
Wednesday, June 4, 2025
Wednesday, June 18, 2025

July
Wednesday, July 2, 2025
Wednesday, July 16, 2025

August
Wednesday, August 6, 2025
Wednesday, August 20, 2025

September
Wednesday, September 3, 2025
Wednesday, September 17, 2025

October
Wednesday, October 1, 2025
Wednesday, October 15, 2025

November
Wednesday, November 5, 2025
Wednesday, November 19, 2025

December
Wednesday, December 3, 2025
Wednesday, December 17, 2025

Committee of the Whole meetings will be held immediately following each of the Regular Monthly Meetings of the Board of Trustees.

Notice of special meetings will be posted online at www.villageofwinnebago.com and emailed to All Board Members and interested persons upon request, when time permits.

Sincerely,

Sally Jo Huggins
Village Clerk

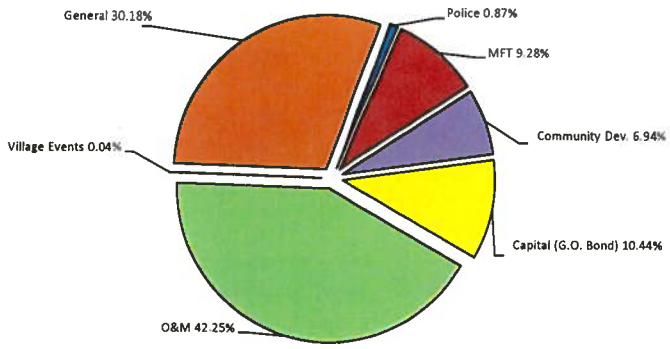
SECTION 1:

CASH REPORTS

Cash Balances as of September 30, 2024
Monthly Cash Flow Report as of September 30, 2024

Bank Reconciliations September 30, 2024
Credit Card Statement Recap

Cash Balances & Sinking Funds
September 2024



General Fund		**Ending Balance**	**Sinking Funds**				**General** 35.27%
First National Bank	$	294,671.95	Admin	$	21,450.00	2024 Budget Amount	**Police** 0.90%
Illinois National Bank	$	989.44	Streets Equipment	$	64,850.50	no 2024 Budget	**MFT** 5.75%
Illinois Funds - General	$	1,716,719.35	Street Project Fund	$	100,000.00	2024 Budget Amount	**Community Dev.** 5.15%
General subtotal	$	2,012,380.74		$	186,300.50		**Capital (G.O. Bonc** 10.68%
Police							**O&M** 42.17%
Illinois Funds-Police	$	50,816.50	**Sinking Funds**				**Village Events** 0.08%
Illinois National Bank	$	786.54	Police Cannabis	$	25,000.00	2024 Budget Amount	
General subtotal	$	51,603.04					JD Wheel Loader was calculated with the $45K
Motor Fuel Tax Fund			**Sinking Funds**				2023 offset, then dump truck at full price
First National Bank	$	20,314.36	MFT	$	30,346.63	This is the budget for engineering	
Illinois Funds	$	307,715.28					
General subtotal	$	328,029.64					
Community Development Fund			**Sinking Funds**				
First National Bank	$	293,908.78	Park Equipment	$	2,000.00	2024 Budget Amount	
Strategic Reserves							
Illinois Funds	$	359,286.56					
First National Holding	$	250,000.00					
General subtotal	$	609,286.56					
Operations and Maintenance			**Sinking Funds**				
First National Bank	$	254,392.99	O&M Equipment	$	21,765.08		
Illinois National Bank	$	1,000.00					
Illinois Funds	$	2,150,939.67					
General subtotal	$	2,406,332.66					
Village Events (4th of July)							
First National Bank	$	4,381.76					
Cash subtotals	$	5,705,923.18					
Sinking Funds (committed)	$	(265,412.21)					
Grand Total	**$**	**5,440,510.97**					

VILLAGE OF WINNEBAGO

CASH FLOW REPORT

Sept 2024

Fund #	Fund Name	Total Beginning Fund Balance	MTD Cash Revenue	MTD Cash Expenses	Total Sept 30	Monthly Net Change Due to Accrual Dates	Ending Balance	Board Approved/ Obligated	Available Funds
01	General	1,881,164.34	312,144.53	(145,800.81)	2,047,508.06	16,794.54	2,064,302.60	(124,047.12)	1,940,255.48
15	MFT	525,911.32	13,729.79		539,641.11	(211,611.47)	328,029.64	(17,097.74)	522,543.37
17	Community Development	289,066.55	10,242.05	(33,816.21)	265,492.39	28,416.39	293,908.78	(16,500.00)	277,408.78
24	Strategic Reserves	357,749.31	1,537.25	-	359,286.56		359,286.56		349,752.01
51	RRWRD Escrow	250,000.00	-	-	250,000.00		250,000.00		250,000.00
51	Operations & Maint	2,322,072.61	178,305.02	(49,607.90)	2,450,769.73	(43,632.48)	2,407,137.25	-	2,407,137.25
90	Village Events (4th of July)	4,365.51	16.27	-	4,381.78		4,381.78		4,381.78
		5,630,329.64	**515,974.91**	**(229,224.92)**	**5,917,079.63**	**(210,033.02)**	**5,707,046.61**	**(157,644.86)**	**5,751,478.67**

BANK RECONCILIATION

September 2024

	Fund 99	Fund 01	Fund 01	Fund 15	Fund 17	Fund 24	incl acct 1165 Fund 51	Fund 90	
	Disbursing	**General**	**Police**	**MFT**	**Comm Dev**	**Stategic Reserve**	**O & M**	**4th of July**	
Bank Balances:									
First National Bank	17,655.79	294,671.95		20,314.36	293,908.78		254,392.99	4,381.78	
Illinois Funds		1,716,719.35	50,816.50	307,715.28		359,286.56	2,150,939.67		
EPAY (INB)		989.44	786.54				1,000.00		
Sweep Accounts - Fund 41 moved to Fund 51 05/14-24							250,000.00		
Subtotals	17,655.79	2,012,380.74	51,603.04	328,029.64	293,908.78	359,286.56	2,656,332.66	4,381.78	
Bank Adjustments:									
Disbursing Interest - Sept Interest	(318.82)	318.82							Trans in Oct
IMRF Outstanding 09/11/24	**(6,689.67)**								
IMRF Outstanding 09/25/24	**(6,946.79)**								
Mars Payments - Deposits in Transit							464.23		
Web Payments - Deposits in Transit							275.25		
Outstanding Checks - Prior Year	(50.00)								
Outstanding Checks - Prior Months	(139.91)								
Outstanding Cks Sept	(1,476.50)								
Outstanding Com Ed	(34.10)								pd 10/1/24
Adjusted Bank Balance	2,000.00	2,012,699.56	51,603.04	328,029.64	293,908.78	359,286.56	2,657,072.14	4,381.78	
General Ledger Beginning Balance	2,000.00	2,012,699.56	51,603.04	328,029.64	293,908.78	359,286.56	2,657,137.25	4,381.78	
G/L Adjustments:									
NSF 9/18/24 Posted in October							**(65.11)**		
G/L Final Adjusted Balance	2,000.00	2,012,699.56	**51,603.04**	**328,029.64**	**293,908.78**	**359,286.56**	**2,657,072.14**	**4,381.78**	
Discrepencies	-	-	-	-	-	-	-	-	

CARDMEMBER SERVICES COMMUNITY CARD Monthly Activity

Acct: **7296
09/04/2024- 10/02/2024

Rewards Balance: $ -

Date	Invoice	Account	Description	Total Invoice	RECEIPT & Signature
Kellie Symonds					
9/12/2024	GOTOMEETING	01-41-561	USER ADJUSTMENT	$ (8.19)	X
9/9/2024	ADOBE	01-41-593	ADOBE LICENSE: VILLAGE	$ 50.98	X
9/11/2024	EASTERN IL UNIVERSITY	01-41-563	IMCA COURSE REGISTRATION	$ 550.00	X
9/16/2024	AMAZON	01-41-512	STORAGE CABINETS: FRONT OFFICE	$ 147.99	X
9/16/2024	AMAZON	01-41-659	LEGAL FOLDERS, SECURITY ENVELOPES	$ 46.78	X
9/17/2024	MICROSOFT	01-41-593	AZURE INFO PROTECT	$ 20.00	X
9/17/2024	MICROSOFT	01-41-593	EXCHANGE ONLINE	$ 40.00	X
9/17/2024	MICROSOFT	01-41-593	MICROSOFT 365	$ 26.92	X
9/17/2024	MICROSOFT	01-41-593	OFFICE 365	$ 100.05	X
9/17/2024	MICROSOFT	01-41-593	ONLINE SERVICES	$ 6.00	X
9/17/2024	MICROSOFT	01-41-593	SUBSCRIPTION CHARGE	$ 326.25	X
9/24/2024	USPS	51-44-551	STAMPS	$ 219.00	X
		01-41-551		$ 219.00	X
9/27/2024	SMARTSIGN	01-41-661	OFFICE SIGNS	$ 105.39	X
		01-41-659	NAME PLATE: ZONING BOARD	$ 12.55	X
9/27/2024	EASTERN IL UNIVERSITY	01-41-563	IMTA COURSE REGISTRATION	$ 410.00	X
9/27/2024	ADOBE	01-41-593	PRORATED NEW USER	$ 16.72	X
9/27/2024	AMAZON	01-41-659	INK CARTRIDGES	$ 51.45	X
		51-44-651	MECHANICAL PENCILS, MARKERS	$ 33.75	X
9/30/2024	AMAZON	01-41-659	STICK PENS, ENVELOPE MOISTENER, HIGHLIGHTERS	$ 50.07	X
		01-41-661	PAPER TOWELS	$ 37.99	X
		51-44-659	ENVELOPE MOISTENER	$ 16.99	X
		01-43-512	CABLES	$ 25.96	X
9/30/2024	AMAZON	01-41-659	SECURITY ENVELOPES	$ 39.06	X
9/30/2024	AMAZON	01-41-512	CASTER WHEELS	$ 17.99	X
			Total	$ 2,562.70	
Jeff White					
9/17/2024	USPS	01-43-551	FIRST CLASS MAIL	$ 5.58	X
9/26/2024	USPS	01-43-551	FIRST CLASS MAIL	$ 6.89	X
9/30/2024	VISTAPRINT	17-47-658	BUSINESS CARDS: NOVINSON/DIENBERG	$ 57.97	X
			Total	$ 70.44	
Chad Insko					
			Total	$ -	
Joseph Dienberg					
9/10/2024	IL MUNICIPAL LEAGUE	01-41-564	IML CONFERENCE DIENBERG/NOVINSON/SYMONDS	$ 750.00	X
9/16/2024	MERIDIAN NURSERY	17-47-701	VILLAGE HALL DÉCOR	$ 61.80	X
9/20/2024	HYATT REG CHICAGO PRK	01-41-563	THURSDAY PARKING IML CONFERENCE	$ 94.00	X
9/20/2024	HYATT REG CHICAGO PRK	01-41-563	THURSDAY PARKING IML CONFERENCE	$ 94.00	X
9/23/2024	LAZ PARKING	01-41-563	FRIDAY PARKING OFFSITE	$ 35.00	X
9/23/2024	ROBERT'S PIZZA	01-41-564	FIRIDAY DINNER DIENBERG/NOVINSON/SYMONDS	$ 32.97	X
9/23/2024	SMASHBURGER	01-41-564	THURSDAY DINNER DIENBERG/NOVINSON/SYMONDS	$ 69.53	X
9/23/2024	CASEY'S #1412	01-41-563	FUEL	$ 35.24	X
9/23/2024	EXXON ALPINE MART	01-41-563	FUEL FOR RENTAL-RETURN ON FULL	$ 37.24	X
9/23/2024	ENTERPRISE RENT-A-CAR	01-41-563	VEHICLE RENTAL-WED EVENING- SAT MORNING	$ 327.93	X
9/26/2024	EASTERN IL UNIVERSITY	01-41-561	IMTA COURSE REGISTRATION	$ 70.00	X
9/27/2024	OPENAI CHATGPT SUBSCRIPT	01-41-561	MONTHLY SUBSCRIPTION	$ 20.00	
			Total	$ 1,627.71	

Combined Total $ 4,260.85

SECTION 2:

BUDGET DETAILS

Revenue & Expenditures Report
as of September 30, 2024

83.33% OF FISCAL YEAR

		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
FUND- 01 -GENERAL FUND						
REVENUES						
01-300	CORPORATE TAX W/C	230,920.00	3,439.80	227,515.62	98.53	3,404.38
01-303	AUDIT TAX W/C	270.00	4.71	311.14	115.24	(41.14)
01-304	POLICE TAX W/C	275,430.00	4,103.48	271,412.04	98.54	4,017.96
01-305	IMRF W/C TAX	270.00	4.71	311.14	115.24	(41.14)
01-306	REVENUE RECAPTURE	2,500.00	17.88	1,182.95	47.32	1,317.05
01-308	TORT JUDGEMENT-LIAB INS W/C	270.00	4.71	311.14	115.24	(41.14)
01-309	ROAD BRIDGE TRANSFER IN W/C	12,100.00	227.63	13,452.41	111.18	(1,352.41)
01-315	COM ED UTILITY TAX	110,000.00	10,944.43	94,568.71	85.97	15,431.29
01-328	HEAVY LOAD PERMITS	500.00	0.00	470.00	94.00	30.00
01-341	INCOME TAX/LGDF	493,920.00	54,946.50	440,538.67	89.19	53,381.33
01-342	PPRT - REPLACEMENT TAX	50,000.00	5,657.91	36,548.42	73.10	13,451.58
01-343	IGA WHS RESOURCE OFFICER	98,813.00	24,442.33	95,778.96	96.93	3,034.04
01-344	POLICE GRANTS	30,000.00	0.00	19,849.00	66.16	10,151.00
01-345	SALES & RELATED TAX /MT	580,000.00	43,859.51	466,852.32	80.49	113,147.68
01-346	CANNABIS	4,822.00	375.47	3,963.67	82.20	858.33
01-347	POLICE TRAINING/CONF REIMBURS	0.00	0.00	0.00	0.00	0.00
01-348	POLICE SALARY REIMBRSMNT ILEAS	0.00	0.00	0.00	0.00	0.00
01-349	LOCAL USE TAX	125,244.00	8,476.68	92,341.72	73.73	32,902.28
01-350	POLICE ADMIN. TOWING FINES	10,000.00	500.00	5,500.00	55.00	4,500.00
01-351	POLICE FINES	14,000.00	843.81	8,319.19	59.42	5,680.81
01-353	DUI FINES/SPEC VEHICLE	1,200.00	63.57	2,109.55	175.80	(909.55)
01-370	OTHER REVENUE	1,500.00	0.00	0.00	0.00	1,500.00
01-371	GRANTS	0.00	0.00	0.00	0.00	0.00
01-375	ROCK 39 ADMIN	6,756.00	0.00	6,771.29	100.23	(15.29)
01-381	INTEREST	84,000.00	0.00	73,572.58	87.59	10,427.42
01-382	VERIZON WATER TOWER RENT	4,950.00	412.50	4,125.00	83.33	825.00
01-385	VEHICLE/EQUIPMENT SALES	0.00	0.00	8,250.50	0.00	(8,250.50)
01-388	MISC INCOME	3,000.00	5.00	91.29	3.04	2,908.71
01-389	EXCISE TAX	29,000.00	2,034.42	23,119.77	79.72	5,880.23
01-399	TRANSFER IN	128,000.00	0.00	0.00	0.00	128,000.00
TOTAL REVENUES		2,297,465.00	160,365.05	1,897,267.08	82.58	400,197.92
EXPENDITURES						
GENERAL ADMINISTRATIVE						
01-41-421	OFFICE SALARIES	24,353.00	2,717.91	35,804.55	147.02	(11,451.55)
01-41-426	DEPUTY CLERK	48,401.00	3,725.34	41,526.14	85.80	6,874.86
01-41-427	TREASURER	53,760.00	4,000.00	38,399.16	71.43	15,360.84

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: OCTOBER 31ST, 2024

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-41-429 VILLAGE ADMINISTRATOR	36,632.00	2,312.32	20,232.79	55.23	16,399.21
01-41-431 ELECTED OFFICIALS	27,000.00	2,233.33	22,183.30	82.16	4,816.70
01-41-451 HEALTH INSURANCE	28,834.00	1,277.84	10,201.12	35.38	18,632.88
01-41-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
01-41-453 IDES/UNEMPLOYMENT INSURANCE	347.00	0.00	394.30	113.63 (	47.30)
01-41-461 ADM SOCIAL SECURITY	11,789.00	929.31	9,690.05	82.20	2,098.95
01-41-463 ADM MEDICARE	2,757.00	217.36	2,266.36	82.20	490.64
01-41-465 IMRF BENEFITS	13,541.00	1,058.65	10,958.27	80.93	2,582.73
01-41-512 OFFICE & COMPUTER EQUIPMENT	16,180.00	492.98	15,078.30	93.19	1,101.70
01-41-521 WINGIS	625.00	198.15	880.50	140.88 (	255.50)
01-41-530 PROFESSIONAL FEES/MISC	21,500.00	804.08	11,108.64	51.67	10,391.36
01-41-531 AUDIT	16,761.00	0.00	26,000.00	155.12 (	9,239.00)
01-41-532 ENGINEERING	5,000.00	0.00	6,107.20	122.14 (	1,107.20)
01-41-533 LEGAL	27,500.00 (	474.80)	10,802.00	39.28	16,698.00
01-41-551 POSTAGE	1,400.00	219.00	563.94	40.28	836.06
01-41-552 TELEPHONE & INTERNET	3,050.00	287.05	2,736.57	89.72	313.43
01-41-554 PUBLISHING/ADVERTISMENTS	1,100.00	0.00	667.38	60.67	432.62
01-41-560 EMPLOYEE WELFARE	600.00	0.00	707.35	117.89 (	107.35)
01-41-561 DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,700.00	431.81	1,647.31	96.90	52.69
01-41-562 TRAVEL EXPENSES	1,950.00	267.40	1,073.58	55.06	876.42
01-41-563 TRAINING/TUITION	2,000.00	1,583.41	2,458.41	122.92 (	458.41)
01-41-564 CONFERENCES	7,000.00	852.50	1,202.50	17.18	5,797.50
01-41-565 CIVIC WEBSITE	8,200.00	0.00	7,967.40	97.16	232.60
01-41-566 CODIFICATION OF ORDINANCES	25,000.00	0.00	12,615.00	50.46	12,385.00
01-41-593 EQUIP/SOFTWARE MAINT/LEASE	11,949.00	1,171.66	10,915.48	91.35	1,033.52
01-41-594 IML/RENEWAL CONTRIBUTION	6,500.00	8,920.24	8,920.24	137.23 (	2,420.24)
01-41-595 IML RISK MNG CLAIMS HAIL 2020	0.00	0.00	0.00	0.00	0.00
01-41-653 BUILDING WATER USAGE	350.00	26.56	309.38	88.39	40.62
01-41-658 MISC. EXPENSES	350.00 (	3,001.54)(	2,687.11)	767.75-	3,037.11
01-41-659 OFFICE SUPPLIES	3,500.00	199.91	2,946.65	84.19	553.35
01-41-660 PRINTING	4,000.00	0.00	164.50	4.11	3,835.50
01-41-661 OFFICE MAINTENANCE	8,700.00	369.17	4,895.97	56.28	3,804.03
01-41-701 SULLIVAN'S PAYBACK AGREEMNT	20,840.00	0.00	20,596.07	98.83	243.93
01-41-702 PROPERTY TAX REFUNDS	950.00	0.00	553.67	58.28	396.33
01-41-831 LARGE EQUIP. PURCHASE-FIXED AS	0.00	0.00	0.00	0.00	0.00
01-41-832 CONTINGENCY	16,450.00	0.00	65.79	0.40	16,384.21
01-41-833 EQUIPMENT SINKING FUND	5,000.00	0.00	0.00	0.00	5,000.00
01-41-953 CURES ACT 2020	0.00	0.00	0.00	0.00	0.00
01-41-959 TRANSFER OUT	0.00	0.00	145,000.00	0.00 (	145,000.00)
TOTAL GENERAL ADMINISTRATIVE	467,569.00	30,819.64	484,952.76	103.72 (	17,383.76)
STREET DEPARTMENT					
01-42-422 PUBLIC WORKS ASSISTANT	0.00	0.00	0.00	0.00	0.00
01-42-423 PART-TIME WAGES	4,200.00	244.42	2,096.60	49.92	2,103.40
01-42-424 SUPERVISOR STREETS/FLEETS	66,150.00	5,091.50	55,890.16	84.49	10,259.84
01-42-428 PUBLIC WORKS WAGES	93,100.00	8,432.87	65,776.42	70.65	27,323.58
01-42-451 HEALTH INSURANCE	29,450.00	1,154.39	11,542.83	39.19	17,907.17
01-42-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
01-42-453 IDES/UNEMPLOYMENT INSURANCE	231.00	0.00	304.49	131.81 (	73.49)
01-42-461 ADM SOCIAL SECURITY	10,020.00	853.68	7,627.01	76.12	2,392.99

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-42-463 ADM MEDICARE	2,344.00	199.67	1,783.96	76.11	560.04
01-42-465 IMRF BENEFITS	13,214.00	1,122.55	9,957.89	75.36	3,256.11
01-42-511 MAINT. SERVICE-BUILDING	17,500.00	0.00	221.21	1.26	17,278.79
01-42-512 OFFICE & COMPUTER EQUIPMENT	1,500.00	0.00	255.87	17.06	1,244.13
01-42-513 MAINT. SERVICE-VEHICLES	12,000.00	177.80	8,737.61	72.81	3,262.39
01-42-514 MAINT. SERVICE-STREET	112,000.00	10,933.78	43,787.26	39.10	68,212.74
01-42-515 MAINT. SERVICE-SIDEWALKS	50,000.00	151.99	35,272.87	70.55	14,727.13
01-42-518 MAINT. SERVICE -EQUIPMENT	14,000.00	(16.44)	5,881.97	42.01	8,118.03
01-42-520 STREET PROJECT	100,000.00	0.00	819.00	0.82	99,181.00
01-42-521 WINGIS	750.00	198.15	880.50	117.40	(130.50)
01-42-530 PROFESSIONAL FEES/MISC	750.00	0.00	566.16	75.49	183.84
01-42-532 ENGINEERING	24,000.00	0.00	6,911.30	28.80	17,088.70
01-42-535 TREE REMOVAL/TRIMMING	8,000.00	1,800.00	7,177.99	89.72	822.01
01-42-552 TELEPHONE & INTERNET	5,000.00	329.93	3,227.56	64.55	1,772.44
01-42-576 COM ED / STREET LIGHTS	40,000.00	3,018.41	34,098.19	85.25	5,901.81
01-42-594 IML/RENEWAL CONTRIBUTION	12,000.00	11,897.16	11,897.16	99.14	102.84
01-42-651 OPERATING SUPPLIES/MISC. EXPEN	8,000.00	833.56	8,059.49	100.74	(59.49)
01-42-655 FUEL/GREASE/OIL	20,000.00	621.49	12,264.31	61.32	7,735.69
01-42-831 LARGE EQUIP. PURCHASE-FIXED AS	0.00	0.00	32,149.50	0.00	(32,149.50)
01-42-832 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-42-833 STREET SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-42-959 TRANSFER OUT	97,000.00	0.00	0.00	0.00	97,000.00
TOTAL STREET DEPARTMENT	743,209.00	47,044.91	367,187.31	49.41	376,021.69
POLICE					
01-43-421 OFFICE SALARIES	7,500.00	0.00	0.00	0.00	7,500.00
01-43-422 POLICE CHIEF	105,000.00	7,983.16	87,080.38	82.93	17,919.62
01-43-423 PART-TIME OFFICERS	5,000.00	0.00	1,500.00	30.00	3,500.00
01-43-424 FULL-TIME OFFICERS	409,300.00	27,826.16	324,001.08	79.16	85,298.92
01-43-425 POLICE OVERTIME	18,000.00	208.26	6,890.54	38.28	11,109.46
01-43-427 SCHOOL RESOURCE OFFICER	75,676.00	5,844.24	50,032.10	66.11	25,643.90
01-43-451 HEALTH INSURANCE	113,000.00	6,872.64	82,048.51	72.61	30,951.49
01-43-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	1,000.00	1,000.00	50.00	1,000.00
01-43-453 IDES/UNEMPLOYMENT INSURANCE	966.00	0.00	1,039.64	107.62	(73.64)
01-43-461 ADM SOCIAL SECURITY	38,780.00	2,595.43	29,109.22	75.06	9,670.78
01-43-463 ADM MEDICARE	9,069.00	607.00	6,807.78	75.07	2,261.22
01-43-465 IMRF BENEFITS	51,085.00	3,474.52	37,485.28	73.38	13,599.72
01-43-470 QUARTERMASTER/UNIFORMS	6,500.00	406.27	5,764.65	88.69	735.35
01-43-471 VESTS	2,000.00	0.00	1,508.23	75.41	491.77
01-43-512 OFFICE & COMPUTER EQUIPMENT	13,500.00	845.94	7,043.14	52.17	6,456.86
01-43-513 IGA-RECORDS MANAGEMENT SFTWRE	5,247.00	0.00	0.00	0.00	5,247.00
01-43-514 A/V COMMUNICATIONS	22,152.00	0.00	21,988.00	99.26	164.00
01-43-516 POLICE GARAGE MAINTENANCE	2,000.00	0.00	894.42	44.72	1,105.58
01-43-520 SQUAD CAR MAINTENANCE (ALL)	11,000.00	0.00	3,072.47	27.93	7,927.53
01-43-521 WINGIS	310.00	99.08	440.26	142.02	(130.26)
01-43-523 SQD 120 MAINTENANCE	0.00	0.00	0.00	0.00	0.00
01-43-525 SQD 117 MAINTENANCE	0.00	0.00	0.00	0.00	0.00
01-43-530 PROFESSIONAL FEES/MISC.	11,135.00	158.26	3,561.70	31.99	7,573.30
01-43-531 911 DISPATCH SERVICES	19,286.00	4,999.93	19,285.45	100.00	0.55
01-43-533 LEGAL	12,000.00	333.75	3,533.75	29.45	8,466.25

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-43-534 LEXIPOL	4,851.00	4,760.57	4,760.57	98.14	90.43
01-43-540 NEW HIRE PHYSICAL/PSYCH EXAMS	2,500.00	0.00	1,240.00	49.60	1,260.00
01-43-551 POSTAGE	250.00	12.47	82.51	33.00	167.49
01-43-552 TELEPHONE & INTERNET	3,150.00	260.62	2,496.99	79.27	653.01
01-43-553 CELL PHONES	3,780.00	344.19	3,396.45	89.85	383.55
01-43-561 DUES/MEMBERSHIPS/SUBSCRIPTIONS	700.00	130.00	130.00	18.57	570.00
01-43-562 TRAVEL EXPENSES	1,000.00	0.00	49.31	4.93	950.69
01-43-563 TRAINING/TUITION	10,000.00	0.00	2,682.69	26.83	7,317.31
01-43-594 IML/RENEWAL CONTRIBUTION	31,000.00	27,890.27	27,890.27	89.97	3,109.73
01-43-653 POLICE GARAGE WATER USAGE	150.00	(89.16)	269.72	179.81	(119.72)
01-43-655 FUEL/GREASE/OIL	18,000.00	0.00	14,826.51	82.37	3,173.49
01-43-658 MISC. EXPENSES	4,000.00	112.38	1,848.25	46.21	2,151.75
01-43-660 PRINTING	500.00	162.51	495.75	99.15	4.25
01-43-830 SMALL EQUIP. PURCH OR RENTAL	20,300.00	9,070.00	17,320.00	85.32	2,980.00
01-43-831 LARGE EQUIP. PURCH-FIXED ASSET	21,000.00	0.00	9,920.17	47.24	11,079.83
01-43-832 EQUIPMENT SINKING FUND	25,000.00	0.00	0.00	0.00	25,000.00
01-43-953 GRANTS	0.00	0.00	0.00	0.00	0.00
01-43-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE	1,086,687.00	105,908.49	781,495.79	71.92	305,191.21
TOTAL EXPENDITURES	2,297,465.00	183,773.04	1,633,635.86	71.11	663,829.14
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(23,407.99)	263,631.22		(263,631.22)

FUND- 15 -MFT FUND

REVENUES

15-343	MOTOR FUEL TAX	68,385.00	5,694.70	54,478.17	79.66	13,906.83
15-346	TRANSPORTATION RENEWAL FUND	55,860.00	5,764.58	53,478.35	95.74	2,381.65
15-350	REBUILD IL BOND FUND GRANT	0.00	0.00	0.00	0.00	0.00
15-381	INTEREST	13,200.00	0.00	19,674.92	149.05	(6,474.92)
15-399	TRANSFER IN	311,055.00	0.00	0.00	0.00	311,055.00
TOTAL REVENUES		448,500.00	11,459.28	127,631.44	28.46	320,868.56

EXPENDITURES

MFT

15-46-501	MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
15-46-502	ENGINEERING - MFT	48,000.00	0.00	40,016.87	83.37	7,983.13
15-46-576	COM ED **	0.00	0.00	0.00	0.00	0.00

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
15-46-850 MFT ROAD PROJECT	400,500.00	0.00	201,537.22	50.32	198,962.78
TOTAL MFT	448,500.00	0.00	241,554.09	53.86	206,945.91
TOTAL EXPENDITURES	448,500.00	0.00	241,554.09	53.86	206,945.91
REVENUES OVER/(UNDER) EXPENDITURES	0.00	11,459.28	(113,922.65)		113,922.65

FUND- 17 -COMMUNITY DEV FUND

REVENUES

17-307	DEVELOPMENT ESCROW	20,000.00	0.00	0.00	0.00	20,000.00
17-329	PERMITS/INSPECTION FEES	15,500.00	2,239.90	23,090.15	148.97	(7,590.15)
17-330	CODE ENFORCEMENT FINES	1,500.00	0.00	0.00	0.00	1,500.00
17-371	GRANTS	0.00	0.00	0.00	0.00	0.00
17-381	INTEREST	6,900.00	0.00	11,724.86	169.93	(4,824.86)
17-382	VERIZON WATER TOWER RENT	9,900.00	825.00	8,250.00	83.33	1,650.00
17-385	LIGHTED DIAMOND FEES	0.00	0.00	0.00	0.00	0.00
17-386	UTV REGISTRATION FEES	5,000.00	0.00	2,700.00	54.00	2,300.00
17-387	FRANCHISE FEES	23,000.00	3,738.26	16,477.70	71.64	6,522.30
17-388	MISC INCOME	500.00	0.00	2,250.00	450.00	(1,750.00)
17-389	EXCISE TAX	5,800.00	406.89	4,623.96	79.72	1,176.04
17-390	LIQUOR LICENSE FEES	20,250.00	0.00	19,250.00	95.06	1,000.00
17-391	GAMING LICENSE FEE	30.00	0.00	20.00	66.67	10.00
17-392	VIDEO GAMING	83,500.00	8,090.09	81,133.76	97.17	2,366.24
17-399	TRANSFER IN	182,150.00	0.00	0.00	0.00	182,150.00
TOTAL REVENUES		374,030.00	15,300.14	169,520.43	45.32	204,509.57

EXPENDITURES

COMMUNITY DEVELOPMENT

17-47-421	OFFICE SALARIES	5,614.00	369.56	4,740.86	84.45	873.14
17-47-422	CODE ENFORCEMENT OFFICER	12,000.00	960.00	10,560.00	88.00	1,440.00
17-47-423	BUILDING INSPECTOR	12,000.00	1,000.00	11,000.00	91.67	1,000.00
17-47-424	ELECTRICAL INSPECTOR	8,650.00	375.00	3,759.75	43.47	4,890.25
17-47-429	VILLAGE ADMINISTRATOR	36,632.00	2,305.38	20,172.08	55.07	16,459.92
17-47-450	CODE ENFORCEMENT FINE COSTS	1,500.00	0.00	0.00	0.00	1,500.00
17-47-451	HEALTH INSURANCE	8,175.00	0.00	0.00	0.00	8,175.00
17-47-452	HEALTH INS. DEDUCTIBLE REIMBUR	334.00	0.00	0.00	0.00	334.00
17-47-453	IDES/UNEMPLOYMENT INSURANCE	231.00	0.00	87.27	37.78	143.73
17-47-461	ADM SOCIAL SECURITY	2,898.00	189.09	1,693.67	58.44	1,204.33

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
17-47-463 ADM MEDICARE	678.00	44.21	396.06	58.42	281.94
17-47-465 IMRF BENEFITS	3,880.00	222.03	1,955.16	50.39	1,924.84
17-47-530 PROFESSIONAL FEES	2,000.00	(719.74)	2,657.31	132.87	(657.31)
17-47-532 ENGINEERING	3,500.00	0.00	3,257.75	93.08	242.25
17-47-533 LEGAL	20,000.00	0.00	3,838.80	19.19	16,161.20
17-47-561 DUES/MEMBERSHIPS/SUBSCRIPTIONS	4,500.00	625.00	3,125.00	69.44	1,375.00
17-47-576 COM ED **	865.00	225.69	503.98	58.26	361.02
17-47-658 MISC. EXPENSES	5,123.00	230.12	3,363.88	65.66	1,759.12
17-47-701 COMMUNITY DEVELOPMENT	50,000.00	301.68	1,073.68	2.15	48,926.32
17-47-832 PARK EQUIPMENT SINKING FUND	2,000.00	0.00	0.00	0.00	2,000.00
17-47-900 PRESIDENTIAL CONTINGENCY	1,200.00	0.00	0.00	0.00	1,200.00
17-47-911 COMMUNITY EXPENSES	4,250.00	0.00	1,763.16	41.49	2,486.84
17-47-912 COMMUNITY PROJECTS	170,000.00	1,237.50	167,010.21	98.24	2,989.79
17-47-953 GRANTS	0.00	0.00	0.00	0.00	0.00
17-47-959 TRANSFER OUT	18,000.00	8,000.00	17,700.00	98.33	300.00
TOTAL COMMUNITY DEVELOPMENT	374,030.00	15,365.52	258,658.62	69.15	115,371.38
TOTAL EXPENDITURES	374,030.00	15,365.52	258,658.62	69.15	115,371.38
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(65.38)	(89,138.19)		89,138.19

FUND- 24 -STRATEGIC RESERVE CAPITAL

REVENUES

24-381 INTEREST	12,500.00	0.00	13,286.56	106.29	(786.56)
24-399 TRANSFER IN	346,000.00	0.00	346,000.00	100.00	0.00
TOTAL REVENUES	358,500.00	0.00	359,286.56	100.22	(786.56)

EXPENDITURES

STRATEGIC RESERVES

24-45-959 TRANSFER OUT	346,000.00	0.00	0.00	0.00	346,000.00
TOTAL STRATEGIC RESERVES	346,000.00	0.00	0.00	0.00	346,000.00
TOTAL EXPENDITURES	346,000.00	0.00	0.00	0.00	346,000.00
REVENUES OVER/(UNDER) EXPENDITURES	12,500.00	0.00	359,286.56		(346,786.56)

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
FUND- 41 -SWEEP (FORMER GO BOND)					
REVENUES					
41-305 GO BOND TAX W/C	0.00	0.00	0.00	0.00	0.00
41-381 INTEREST	1,000.00	0.00	1,432.25	143.23	(432.25)
41-385 AMERICAN RESCUE PLAN	0.00	0.00	0.00	0.00	0.00
41-388 MISC INCOME	0.00	0.00	0.00	0.00	0.00
41-399 TRANSFER IN	0.00	0.00	50,000.00	0.00	(50,000.00)
TOTAL REVENUES	1,000.00	0.00	51,432.25	5,143.23	(50,432.25)
EXPENDITURES					
BOND - O & M					
41-44-959 TRANSFER OUT	0.00	0.00	793,955.47	0.00	(793,955.47)
TOTAL BOND - O & M	0.00	0.00	793,955.47	0.00	(793,955.47)
TOTAL EXPENDITURES	0.00	0.00	793,955.47	0.00	(793,955.47)
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	0.00	(742,523.22)		743,523.22
FUND- 51 -OPERATION & MAINTENANCE					
REVENUES					
51 344 GRANTS	265,000.00	0.00	0.00	0.00	265,000.00
51-345 SALES TAX (1%)	430,000.00	32,492.90	348,844.00	81.13	81,156.00
51-361 WATER SALES	313,020.00	27,107.92	261,132.09	83.42	51,887.91
51-362 CAPITAL CHARGES	495,800.00	39,725.59	397,851.05	80.24	97,948.95
51-363 GARBAGE CHARGES	223,392.00	18,708.24	190,025.54	85.06	33,366.46
51-364 PRE-PAID WATER/SEWER	2,000.00	(519.80)	(848.90)	42.45-	2,848.90
51-365 WATER FIXED ADMIN CHARGES	172,670.00	15,608.07	159,210.75	92.21	13,459.25
51-367 WATER HOOK-UP FEE	11,000.00	0.00	0.00	0.00	11,000.00
51-368 SEWER HOOK-UP FEE	12,000.00	0.00	0.00	0.00	12,000.00
51-373 ROCK 39 EQUIPMENT	15,000.00	0.00	0.00	0.00	15,000.00
51-374 ROCK 39 SALARY REIMBURSEMENT	65,740.00	0.00	64,327.26	97.85	1,412.74
51-375 ROCK 39 FUEL/MILEAGE REIMB.	13,840.00	0.00	13,542.58	97.85	297.42
51-376 RECAPTURE FEES	10,000.00	0.00	0.00	0.00	10,000.00

83.33% OF FISCAL YEAR

		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
51-381	INTEREST	78,750.00	0.00	87,468.74	111.07	(8,718.74)
51-382	VERIZON WATER TOWER RENT	4,950.00	412.50	4,125.00	83.33	825.00
51-385	VEHICLE/EQUIPMENT SALES	15,000.00	0.00	8,250.51	55.00	6,749.49
51-388	MISC INCOME	1,000.00	0.00	15,650.00	1,565.00	(14,650.00)
51-390	LOSS ON DISPOSAL OF ASSETS	0.00	0.00	0.00	0.00	0.00
51-393	METER SALES	3,000.00	0.00	0.00	0.00	3,000.00
51-395	UTIL INCOME/SHUT OFF NOTICE	2,000.00	225.00	1,741.45	87.07	258.55
51-399	TRANSFER IN	519,642.00	0.00	590,955.47	113.72	(71,313.47)
TOTAL REVENUES		2,653,804.00	133,760.42	2,142,275.54	80.72	511,528.46
EXPENDITURES						
O & M						
51-44-421	OFFICE SALARIES	82,160.00	5,273.15	61,028.15	74.28	21,131.85
51-44-422	ROCK 39 SALARY	0.00	0.00	0.00	0.00	0.00
51-44-423	PART-TIME WAGES	5,600.00	570.34	4,892.06	87.36	707.94
51-44-425	METER READER/LAB ASSISTANT	0.00	0.00	0.00	0.00	0.00
51-44-426	DIRECTOR PUBLIC WORKS	80,587.00	5,987.36	65,377.49	81.13	15,209.51
51-44-428	PUBLIC WORKS WAGES	90,682.00	8,134.23	77,594.52	85.57	13,087.48
51-44-429	VILLAGE ADMINISTRATOR	36,632.00	2,305.38	20,172.08	55.07	16,459.92
51-44-451	HEALTH INSURANCE	34,180.00	1,542.36	14,550.78	42.57	19,629.22
51-44-452	HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
51-44-453	IDES/UNEMPLOYMENT INSURANCE	733.00	0.00	633.29	86.40	99.71
51-44-461	ADM SOCIAL SECURITY	18,331.00	1,380.76	13,400.91	73.11	4,930.09
51-44-463	ADM MEDICARE	4,288.00	322.93	3,134.02	73.09	1,153.98
51-44-465	IMRF BENEFITS	24,075.00	1,801.08	17,533.84	72.83	6,541.16
51-44-512	OFFICE & COMPUTER EQUIPMENT	13,000.00	(2,990.00)	1,829.73	14.07	11,170.27
51-44-519	MAINTENANCE SERVICE - EQUIPTME	17,500.00	0.00	17,393.55	99.39	106.45
51-44-521	WINGIS	2,000.00	495.37	2,201.18	110.06	(201.18)
51-44-530	PROFESSIONAL FEES/MISC	2,500.00	0.00	1,342.60	53.70	1,157.40
51-44-531	SPECIAL AUDIT	0.00	0.00	0.00	0.00	0.00
51-44-532	ENGINEERING	180,000.00	0.00	48,992.71	27.22	131,007.29
51-44-533	CELLULAR METER MONTHLY FEES	12,000.00	0.00	9,980.75	83.17	2,019.25
51-44-534	LEGAL	2,000.00	0.00	460.60	23.03	1,539.40
51-44-540	PRE-EMPLOYMENT PHYSICAL	500.00	0.00	170.00	34.00	330.00
51-44-541	METER UPGRADE	55,000.00	27,142.49	53,992.22	98.17	1,007.78
51-44-542	WATER UPGRADE	750,000.00	0.00	21,122.14	2.82	728,877.86
51-44-543	ALARM SYS./TELEPHONE/INTERNET	7,000.00	569.87	5,541.28	79.16	1,458.72
51-44-544	IEPA LOAN -WATER TOWER	97,940.00	0.00	97,939.84	100.00	0.16
51-44-551	POSTAGE	15,000.00	969.00	8,687.04	57.91	6,312.96
51-44-552	CELL PHONES	2,500.00	184.89	2,028.98	81.16	471.02
51-44-554	PUBLISHING/ADVERTISMENTS	1,500.00	0.00	143.00	9.53	1,357.00
51-44-562	TRAVEL EXPENSES	1,000.00	0.00	0.00	0.00	1,000.00
51-44-563	TRAINING/TUITION	2,500.00	0.00	318.93	12.76	2,181.07
51-44-571	NI GAS / WELLS	4,500.00	0.00	1,647.23	36.61	2,852.77

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
51-44-573 GARBAGE	220,596.00	18,609.78	185,264.73	83.98	35,331.27
51-44-576 COM ED **	20,000.00	1,122.35	18,853.20	94.27	1,146.80
51-44-579 WATER ANALYSIS	7,500.00	181.50	3,412.30	45.50	4,087.70
51-44-580 EPA PERMIT FEES	2,500.00	0.00	0.00	0.00	2,500.00
51-44-593 EQUIP/SOFTWARE MAINT/LEASE	7,500.00	3,125.00	6,172.02	82.29	1,327.98
51-44-594 IML/RENEWAL CONTRIBUTION	18,000.00	17,392.65	17,392.65	96.63	607.35
51-44-651 OPERATING SUPPLIES/MISC. EXPEN	55,000.00	706.32	58,927.32	107.14	(3,927.32)
51-44-653 BUILDING WATER USAGE	750.00	131.44	856.60	114.21	(106.60)
51-44-654 WATER DEPOSIT REFUND EXPENSE	0.00	0.00	0.00	0.00	0.00
51-44-655 FUEL/GREASE/OIL	20,000.00	491.48	11,830.06	59.15	8,169.94
51-44-656 CHEMICALS	7,500.00	864.41	3,939.32	52.52	3,560.68
51-44-659 OFFICE SUPPLIES	0.00	16.99	393.02	0.00	(393.02)
51-44-660 PRINTING	4,800.00	438.00	1,657.11	34.52	3,142.89
51-44-701 SULLIVAN'S PAYBACK AGREEMNT	6,950.00	0.00	7,191.58	103.48	(241.58)
51-44-702 FOUR RIVERS SAN. AUTH. IGA	422,000.00	0.00	391,111.26	92.68	30,888.74
51-44-703 RECAPTURE FEES	18,000.00	0.00	0.00	0.00	18,000.00
51-44-829 ROCK 39 EQUIPMENT PURCHASES	15,000.00	0.00	2,550.51	17.00	12,449.49
51-44-830 SMALL EQUIP. PURCHASE OR RENTA	10,000.00	455.43	8,735.76	87.36	1,264.24
51-44-831 LARGE EQUIP. PURCHASE-FIXED AS	12,000.00	0.00	32,149.50	267.91	(20,149.50)
51-44-832 ASSETS CAPITALIZED	0.00	0.00	162.88	0.00	(162.88)
51-44-833 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
51-44-834 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
51-44-951 DEPRECIATION EXPENSE	260,000.00	0.00	0.00	0.00	260,000.00
51-44-953 GRANTS	0.00	0.00	0.00	0.00	0.00
51-44-959 TRANSFER OUT	0.00	0.00	50,000.00	0.00	(50,000.00)
51-44-999 SPECIAL ITEM EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL O & M	2,653,804.00	97,224.56	1,352,708.74	50.97	1,301,095.26
TOTAL EXPENDITURES	2,653,804.00	97,224.56	1,352,708.74	50.97	1,301,095.26
REVENUES OVER/(UNDER) EXPENDITURES	0.00	36,535.86	789,566.80		(789,566.80)

FUND- 90 -VILLAGE EVENTS

REVENUES

90-350 DONATIONS	2,000.00	0.00	3,941.00	197.05	(1,941.00)
90-351 FUNDRAISERS	0.00	0.00	0.00	0.00	0.00
90-352 MERCHANDISE SALES	0.00	0.00	0.00	0.00	0.00
90-353 FESTIVAL SALES	0.00	0.00	0.00	0.00	0.00
90-381 INTEREST	280.00	0.00	161.91	57.83	118.09
90-382 VENDOR FEES	0.00	0.00	0.00	0.00	0.00
90-387 SPONSOR ADS	0.00	0.00	0.00	0.00	0.00
90-388 MISC. INCOME	0.00	0.00	0.00	0.00	0.00
90-399 TRANSFER IN	18,000.00	8,000.00	17,700.00	98.33	300.00
TOTAL REVENUES	20,280.00	8,000.00	21,802.91	107.51	(1,522.91)

83.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
FOURTH OF JULY					
90-48-423 FESTIVAL LABOR	0.00	0.00	0.00	0.00	0.00
90-48-530 SECURITY	0.00	0.00	0.00	0.00	0.00
90-48-554 PUBLISHING/ADVERTISING	0.00	0.00	0.00	0.00	0.00
90-48-560 ENTERTAINMENT	0.00	0.00	0.00	0.00	0.00
90-48-572 MERCHANDISE	0.00	0.00	0.00	0.00	0.00
90-48-651 OPERATIONS/ MISC SUPPLIES	0.00	0.00	0.00	0.00	0.00
90-48-655 CONCESSIONS	0.00	0.00	0.00	0.00	0.00
90-48-658 MISC EXPENSES	150.00	0.00	0.00	0.00	150.00
90-48-915 VENDOR TICKET SALES	0.00	0.00	0.00	0.00	0.00
90-48-916 FIREWORKS	18,100.00	0.00	18,100.00	100.00	0.00
TOTAL FOURTH OF JULY	18,250.00	0.00	18,100.00	99.18	150.00
TOTAL EXPENDITURES	18,250.00	0.00	18,100.00	99.18	150.00
REVENUES OVER/(UNDER) EXPENDITURES	2,030.00	8,000.00	3,702.91		(1,672.91)

LINE-ITEM TRANSFERS

See Consent Agenda

SECTION 4:

CONSTRUCTION IN PROGRESS

Com Ed Utility Tracking
Large Purchase Tracking
Grant Tracking
Village Debt
Village Revenue

Approved Expenses 2024

Month Ending: 9-31-24

Tracking construction and engineering payments for large projects in the fiscal year.

Last Updated: 08/30/24

Budget Amount

DATE	TASK ORDER	PROJECT	AMOUNT	ENGINEERING	2022	2023	JAN-JUL	AUG	SEP	OCT	NOV	DEC	TOTAL PAID	ADJ	BALANCE
06/13/22		**Water Main Project-ENG.**		$ 19,500.00	$ 9,040.00								$ 9,040.00	$ -	$ 10,460.00
11/14/22	PRJ: 22-1342	**IEPA Project Plan-ENG.**		$ 25,000.00	$ 4,375.00	$ 13,125.00	$ 7,300.00						$ 24,800.00	$ -	$ 200.00
09/11/23	PRJ: 23-1356 - Res 23-19R	**Safe Route to Schools-ENG.**	$ 6,000.00			$ 6,000.00							$ 6,000.00	$ -	$ -
10/09/23	PRJ: 23-1378	**Clayton Ct wtr Main Loop- ENG.**		$ 48,500.00		$ 24,525.00	$ 16,305.00						$ 40,830.00	$ -	$ 7,670.00
10/09/23		**Clayton Ct wtr Main Loop- Constr.**											$ -	$ -	$ -
		Clayton Ct wtr Main Loop-inHouse						$ 20,314.00					$ 20,314.00		
05/13/24	Pitney Const Res 2024-10R	**Sidewalk Program Safe Step-Curbs**	$ 10,000.00				$ 1,400.00						$ 1,400.00	$ -	$ 8,600.00
05/13/24	Pitney Const Res 2024-10R	**Sidewalk Program**	$ 40,000.00				$ 18,192.88		$ 10,496.00				$ 28,688.88	$ -	$ 11,311.12
			$ 56,000.00	**$ 93,000.00**	**$ 13,415.00**	**$ 43,650.00**	**$ 43,197.88**	**$ 20,314.00**	**$ 10,496.00**	**$ -**	**$ -**	**$ -**	**$ 131,072.88**	**$ -**	**$ 38,241.12**

Com Ed Utility Tax

5% Tax on Electricity in the Village. Revenue pays for street lighting and road projects.

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Carryover/prior year		$ 47,048.30	$ 94,867.26	$ 107,096.01	$ 40,676.97	$ 97,179.19	$ 174,047.12	$ 88,619.49	$ 70,011.56				
Tax Received	$ 103,689.63	$ 118,633.47	$ 116,980.22	$ 112,430.13	$ 111,720.69	$ 114,727.51	$ 113,389.96	$ 119,176.09	$ 83,624.28				
Cost of Lighting	$ (33,526.45)	$ (34,817.09)	$ (37,148.24)	$ (28,849.17)	$ (55,218.47)	$ (37,859.58)	$ (43,314.54)	$ (39,105.99)	$ (31,059.58)				
Cost of Street project(s)	$ (23,114.88)	$ (35,997.42)	$ (67,603.23)	$ (150,000.00)			$ (155,503.05)	$ (98,678.03)	$ (819.00)				
Balance	**$ 47,048.30**	**$ 94,867.26**	**$ 107,096.01**	**$ 40,676.97**	**$ 97,179.19**	**$ 174,047.12**	**$ 88,619.49**	**$ 70,011.56**	**$ 121,757.26**	**$ -**	**$ -**	**$ -**	**$ -**

A/O 06/30/24

Approved Expenses 2024

Tracking items or services that were approved in the fiscal year.

RES	BOARD MEETING DATE	ITEM	VENDOR	DESCRIPTION	LINE-ITEM	APPROVED AMT	PAID TO DATE	BALANCE
-	October 9, 2023	WATER MAIN LOOPING	FEHR GRAHAM	ENGINEERING CLAYTON COURT WATER LOOPING	51-44-532	$ 48,500.00	$ 16,305.00	$ 32,195.00
-	January 8, 2024	WATER MAIN SUPPLIES	CORE & MAIN	CLAYTON COURT WATER LOOPING	51-44-542	$ 20,000.00	$ 20,314.14	$ (314.14)
23-24R	December 11, 2023	ROAD SALT	JPMC ROCK SALT	SALT FOR ROADWAYS 2023-2024	01-42-514	$ 27,566.00	$ 25,186.48	$ 2,379.52
-	**January 8, 2024**	**FEHR GRAHAM PROPOSAL**	FEHR GRAHAM	PHASE 1 ARCHAEOLOGICAL SURVEY- IEPA PROJ	51-44-532	$ 7,500.00	$ 7,300.00	$ 200.00
23-23R	December 11, 2023	MFT ROAD PROJECT	MFT/BEST BIDDER	24 ROADWAY PROJECT	15-46-850	$ 317,323.20	$ 201,537.22	$ 115,785.98
23-23R	December 11, 2023	MFT ENGINEERING	FEHR GRAHAM Project #24-271	MFT ENGINEERING EXPENSE	15-46-502	$ 57,283.24	$ 45,006.03	$ 12,277.21
2024-16R	June 10, 2024	NEW SOFTWARE	LOCIS	VILLAGE SOFWARE COMPANY CHANGE - PAID HALF $6500.00	01-41-593 51-44-519 17-47-530	$ 13,000.00	$ 6,500.00	$ 6,500.00
2024-17R	July 8, 2024	Cunningham Water Main 24-1255	Fehr Grahm	Water Main Project Engineering	51-44-532	$ 47,100.00	$ 5,912.50	$ 41,187.50
					TOTAL	$ 556,272.44	$ 345,811.37	

Completed with Outstanding Balances

DATE	TASK ORDER	PROJECT	AMOUNT	ENGINEERING	2022	JAN - JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL PAID	ADJ	BALANCE
2/13/2023	23-271	**2023 Road Project-Construction**	$ 226,936.29				$ 160,554.86				$ 10,339.43		$ 170,894.29	$ -	*$ 56,042.00*
2/13/2023	23-271	**2023 Road Project - Engineer Design**		$ 18,812.75		$ 16,137.25		$ 964.50		$ 303.00	$ 1,367.50		$ 18,772.25	$ -	*$ 40.50*
2/13/2023	23-271	**2023 Road Project - Engin Construction**		$ 10,688.97		$ 8,694.00	$ 1,554.00	$ 354.50				$ 77.25	$ 10,679.75	$ -	*$ 9.22*
													$ 200,346.29		$ 56,082.50

$ 256,438.01

Grant Applications/Progress Tracking

Grant Title	Approved	Restricted Use	Total	Received	Notes
Axis Geospatial Grant to Winn. Col	Open	Mapping w/levels	$ 20,000.00	In process	4/10/24- Chad reported that the second round of funding came up, and the Village was approved for $20,000. RES approved on 4/8/24

IL Department of Commerce and Economic Opportunity https://www2.illinois.gov/dceo/AboutDCEO/GrantOpportunities/Pages/default.aspx

Grant Title	Approved	Restricted Use	Total	Received	Notes
FY25 Less Letahl Alternatives for Law Enforcement	Approved	Five (5), TASER 10 Packages	$ 15,686.00	In process	10/2/24 Received email notification that the grant had been approved. No indication when the amount will be received.

Former Grant Funds Tracking

Grant Title	Received	Restricted Use	Total	Remaining Balance	Tracking
DCEO Cure Grant (Cares Act)	Yes	COVID Relief	$ 127,926.00	$ 10,174.32	In 2020 spent $5,071.96 (front office changes for COVID) and $10,705.72 in electronics for remote Board Meetings. In 2022 we spent $1,974 for video "owls". * $100,000 in 2024 Community Development budget for Park upgrade. * More electronics will be purchased for Board Room with remaining funds
Rebuild IL (Bond Funds) Grant	Yes	MFT Projects	$ 204,368.10	$ 68,123.10	Used $136,245 for Elida Street Project in 2021. This project is complete
Rebuild IL (Bond Funds) Grant This is the remaining balance of the original Grant	Yes	MFT Projects	$ 68,123.10	$ 42,056.57	$26,066.53 used in road project, leaving $42,056.57 in MFT Fund. This will be used for road projects in 2024
American Rescue Plan Act (ARPA) Grant	Yes	ARPA Reporting Has been completed	$ 407,029.18	$ 203,514.59	$203,514.59 committed in O&M for water infrastructure projects. $203,514.59 is unrestricted and available for planning.

Village Debt 2024

	January	February	March	April	May	June	July	August	September	October	November	December	Pmts Due
IL EPA													
Balance Due Totals													
Water Tower	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 923,668.09	$ 923,668.09	$ 963,668.09				Jan/July
Total	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 963,031.77	$ 923,668.09	$ 923,668.09	$ 963,668.09	$ -	$ -	$ -	
Four Rivers Sanitary Auth.													
Balance Due Totals													
Fuller Creek Phase C	$ 3,556,641.20	$ 3,556,641.20	$ 3,556,641.20	$ 3,556,641.20	$ 3,556,641.20	$ 3,556,641.20	$ 3,448,369.00	$ 3,448,369.00	$ 3,448,369.00				Jan/July
Fuller Creek Phase D&F	$ 1,105,851.13	$ 1,074,667.53	$ 1,074,667.53	$ 1,074,667.53	$ 1,074,667.53	$ 1,074,667.53	$ 1,074,667.53	$ 1,043,209.51	$ 1,043,209.51				Feb/Aug
Future Costs	$ 915,188.62	$ 915,188.62	$ 915,188.62	$ 915,188.62	$ 915,188.62	$ 892,746.83	$ 892,746.83	$ 892,746.83	$ 892,746.83				Jun/Dec
Total	$ 5,577,680.95	$ 5,546,497.35	$ 5,546,497.35	$ 5,546,497.35	$ 5,546,497.35	$ 5,524,055.56	$ 5,415,783.36	$ 5,384,325.34	$ 5,384,325.34	$ -	$ -	$ -	
Total All Debt	$ 6,540,712.72	$ 6,509,529.12	$ 6,509,529.12	$ 6,509,529.12	$ 6,509,529.12	$ 6,487,087.33	$ 6,339,451.45	$ 6,307,993.43	$ 6,347,993.43	$ -	$ -	$ -	

VILLAGE REVENUE

INCOME TAX

	2024	2023	2022	2021	2020	2019
Dec		26,963	26,945	22,499	20,637	20,303
Nov		34,318	30,031	25,372	23,310	21,486
Oct	54,947	50,948	47,425	44,259	34,497	32,920
Sept	25,732	26,357	25,904	24,355	23,823	18,451
Aug	32,777	29,038	23,836	23,062	42,044	20,848
July	49,056	44,182	46,279	41,072	30,752	29,083
Jun	33,720	33,162	27,414	45,783	19,365	19,447
May	78,678	70,722	93,322	52,181	31,264	62,272
Apr	45,531	41,240	46,252	38,199	31,932	29,937
Mar	28,839	25,624	21,650	23,957	21,741	18,638
Feb	44,370	43,264	49,949	34,761	29,237	30,954
Jan	46,891	43,756	40,058	32,879	28,378	25,729
Actual	440,539	469,574	479,064	408,380	336,982	330,067
Projected	587,386					
Budgeted	493,920					
Bdgt vs Act.	89.19%					

PPRT

	2024	2023	2022	2021	2020	2019
Dec		2,949	5,034	2,084	799	989
Nov						
Oct	5,658	9,502	15,372	10,042	3,089	5,955
Sept						
Aug	1,384	1,848	1,303	766	2,436	410
July	7,419	11,463	11,413	6,027	3,297	3,421
Jun						
May	8,292	14,179	15,851	8,271	3,173	5,792
Apr	3,430	8,739	11,839	6,418	4,964	4,764
Mar	3,845	5,501	10,015	1,374	719	958
Feb						
Jan	6,521	11,104	7,647	3,802	3,616	2,429
Actual	36,549	65,286	78,474	38,784	22,093	24,719
Projected	48,731					
Budgeted	50,000					
Bdgt vs Act.	73.10%					

LOCAL USE TAX

	2024	2023	2022	2021	2020	2019
Dec		9,908	10,543	9,631	11,708	9,076
Nov		8,927	9,376	9,660	11,223	8,104
Oct	8,477	9,412	9,027	9,152	11,786	8,459
Sept	8,249	6,679	10,343	9,827	11,655	8,228
Aug	8,550	8,897	9,169	8,622	11,545	8,093
July	8,860	8,996	8,042	9,367	10,381	8,059
Jun	9,964	10,751	10,042	10,310	9,806	8,514
May	8,202	8,692	8,561	8,065	7,708	7,489
Apr	7,295	9,433	8,868	9,045	8,870	6,501
Mar	12,190	13,474	13,373	18,448	12,810	11,207
Feb	10,502	11,139	10,550	13,073	9,336	9,268
Jan	10,053	10,567	8,980	12,268	9,965	8,376
Actual	92,342	116,875	116,874	127,468	126,792	101,372
Projected	123,122					
Budgeted	125,244					
Bdgt vs Act.	73.73%					

SALES TAX

	2024	2023	2022	2021	2020	2019
Dec		52,253	52,369	42,096	64,055	26,846
Nov		50,731	56,826	44,401	35,474	31,983
Oct	43,860	54,558	56,100	47,725	32,441	31,931
Sept	48,760	53,731	62,622	44,810	32,535	32,143
Aug	50,622	52,807	58,635	44,877	34,269	30,347
July	45,868	49,785	53,719	40,868	28,114	27,512
Jun	44,850	45,726	53,690	41,314	28,136	30,400
May	40,709	39,074	40,789	29,964	25,369	24,682
Apr	41,373	39,869	39,130	34,610	25,550	26,517
Mar	51,478	53,237	49,512	31,926	30,185	30,016
Feb	48,093	48,626	44,321	29,689	27,757	28,380
Jan	51,239	51,786	46,372	33,941	29,424	29,533
Actual	466,852	592,182	614,085	466,222	393,309	350,291
Projected	622,470					
Budgeted	580,000					
Bdgt vs Act.	80.49%					

PROPERTY TAX

	2024	2023	2022	2021	2020	2019
Dec		6,002	216	39	1,554	6,270
Nov			2,130	8,432	3,895	5,314
Oct	7,803	7,886	7,155	4,483	6,878	75,704
Sept	204,860	182,135	176,432	152,573	142,006	103,806
Aug	23,012	28,878	25,134	38,013	52,505	16,177
July	3,723	8,878	6,945	15,588	45,178	164,241
Jun	238,482	202,307	230,268	206,348	175,634	70,755
May	36,617	61,703	22,662	37,575	24,654	
Apr	0					
Mar	0					
Feb	0					
Jan	0					
Actual	514,496	497,789	470,942	463,051	452,303	442,267
Projected	506,890	Per W/C - Property Tax pmt for Nov w/b rec in Dec				
Budgeted	506,890					
Bdgt vs Act.	101.50%					

SALES TAX 1%

	2024	2023	2022	2021	2020	2019
Dec		38,046	38,493	30,409	46,970	17,740
Nov		39,292	43,052	32,348	23,012	20,392
Oct	32,493	39,007	43,183	32,546	18,501	22,025
Sept	38,038	40,358	49,674	32,263	18,908	21,875
Aug	38,710	40,872	45,368	31,665	20,999	20,514
July	34,058	36,614	40,358	27,624	14,158	18,730
Jun	33,720	33,874	39,561	28,890	15,172	19,495
May	29,507	28,165	30,033	20,584	15,397	15,450
Apr	29,388	30,116	26,274	22,599	14,385	16,422
Mar	38,180	38,095	37,605	20,761	18,122	19,221
Feb	36,761	37,025	34,000	19,183	17,605	18,776
Jan	37,989	38,685	32,282	21,192	18,659	19,130
Actual	348,844	440,149	459,883	320,065	241,887	229,770
Projected	465,125					
Budgeted	430,000					
Bdgt vs Act.	81.13%					

COMED UTILITY TAX

	2024	2023	2022	2021	2020	2019
Dec		7,888	8,321	8,068	8,185	9,091
Nov		7,682	7,703	8,546	8,628	8,139
Oct	10,944	9,534	15,151	11,009	9,585	9,694
Sept	10,709	11,258	5,852	11,263	10,731	10,325
Aug	18,914	11,139	11,194	11,259	13,017	12,840
July	3,438	9,753	11,387	11,330	9,715	8,940
Jun	12,270	6,882	8,411	8,048	7,605	7,759
May	6,866	7,067	7,970	7,565	7,512	7,786
Apr	9,780	8,027	8,467	8,380	8,398	8,801
Mar	2,910	8,684	9,106	9,570	8,724	9,422
Feb	10,087	9,313	9,999	9,436	9,067	9,944
Jan	8,645	21,950	9,827	10,254	10,554	9,690
Actual	94,564	119,176	113,390	114,728	111,721	112,430
Projected	126,085					
Budgeted	110,000					
Bdgt vs Act.	85.97%					
Current Budget	91.67%					

VIDEO GAMING

	2024	2023	2022	2021	2020	
Dec		6,697	5,464	5,319	1,775	
Nov		6,875	5,647	4,736	4,868	
Oct	8,090	7,134	5,008	5,114	1,390	
Sept	7,579	6,587	6,092	4,673	1,299	
Aug	8,229	6,329	5,574	5,442	557	
July	8,102	5,180	5,158	4,528	0	
Jun	7,514	7,258	5,436	4,791	0	
May	6,915	9,098	5,390	4,397	804	
Apr	6,569	4,933	4,422	3,552	1,357	
Mar	6,719	6,196	4,983	2,061	735	
Feb	5,954	4,669	5,224	1,775	861	
Jan	6,963	4,533	4,377	0	769	
Actual	72,634	75,487	62,776	46,388	14,417	0
Projected	96,845					
Budgeted	83,500					
Bdgt vs Act.	86.99%					

VILLAGE REVENUE

EXCISE TAX (TELECOMMUNICATIONS)

	2024	2023	2022	2021	2020	2019
Dec		2,939	3,979	2,965	3,101	4,480
Nov		3,242	3,112	2,848	3,430	4,313
Oct	2,441	2,778	2,954	2,803	4,064	4,283
Sept	2,727	3,038	2,841	3,033	4,419	4,224
Aug	2,510	3,044	2,682	2,929	3,649	4,189
July	2,457	2,818	2,713	2,837	4,079	4,214
Jun	3,032	3,210	2,946	2,891	4,419	4,513
May	2,663	2,894	2,452	2,806	3,943	5,079
Apr	2,899	2,965	2,783	2,518	4,199	4,289
Mar	3,270	3,155	2,932	2,715	4,474	4,469
Feb	2,948	2,997	2,806	2,915	4,787	4,404
Jan	2,796	2,978	2,887	3,015	4,317	4,399
Actual	27,744	36,059	35,086	34,275	48,879	52,855
Projected	36,992		Police	Com Dev		
Budgeted	34,800		23120	4,624		
Bdgt vs Act.	79.72%					

HEAVY LOAD PERMITS

	2024	2023	2022	2021	2020	2019
Dec				300	175	150
Nov						235
Oct	0	125	300		75	375
Sept	75		225		435	
Aug	175		175	125	225	
July	0		280	200	185	160
Jun	0		235	75	470	125
May	0		75	375	590	
Apr	195				75	205
Mar	25	50	150			
Feb		180			125	50
Jan		25	125	125	485	690
Actual	470	380	1,565	1,200	2,840	1,990
Projected	500					
Budgeted	500	Single trip or 120 day permits for heavy vehicles				
Bdgt vs Act.	94.00%					

MFT (MOTOR FUEL TAX)

	2024	2023	2022	2021	2020	2019
Dec		6,292	5,674	6,366	5,767	6,964
Nov		5,340	5,675	5,743	5,786	6,090
Oct	5,995	5,984	6,014	6,169	5,771	6,546
Sept	5,914	5,511	5,620	6,570	6,340	5,691
Aug	5,670	5,766	6,027	5,992	5,332	7,168
July	5,779	5,874	6,301	6,101	4,284	5,735
Jun	5,119	5,656	6,084	5,888	4,324	6,290
May	5,207	5,538	6,021	5,989	5,509	6,864
Apr	4,770	4,751	6,026	5,074	5,974	5,852
Mar	5,261	4,655	3,784	4,675	5,387	6,119
Feb	4,891	4,905	6,202	4,987	5,403	6,728
Jan	6,173	6,755	6,863	6,309	9,228	6,735
Actual	54,778	67,028	70,291	69,861	69,104	76,781
Projected	73,038					
Budgeted	68,385					
Bdgt vs Act.	80.10%					

TRF (TRANSPORTATION RENEWAL FUND)

	2024	2023	2022	2021	2020	2019
Dec		5,901	4,358	4,517	4,140	4,609
Nov		5,045	4,305	4,133	4,019	4,188
Oct	5,765	5,589	4,492	4,552	4,167	4,655
Sept	5,955	5,411	4,540	4,619	4,359	4,621
Aug	5,488	4,726	4,554	4,327	3,837	
July	5,505	5,154	4,505	4,308	3,208	
Jun	5,155	4,962	4,354	4,245	2,958	
May	5,367	4,907	4,384	4,226	3,689	
Apr	4,838	4,393	4,297	3,706	3,905	
Mar	5,194	4,765	3,498	3,799	4,155	
Feb	4,910	4,294	4,346	3,987	4,243	
Jan	5,302	4,720	4,669	3,985	4,385	
Actual	53,478	59,867	52,303	50,404	47,064	
Projected	71,304					
Budgeted	55,860					
Bdgt vs Act.	95.74%					

POLICE FINES - Winnebago Co

	2024	2023	2022	2021	2020	2019
Dec		164	926	1,817	200	1,357
Nov		1,568	1,065	1,738	305	2,009
Oct	907	2,966	649	885	1,313	1,753
Sept	907	1,363	458	1,111	1,503	1,854
Aug	756	1,507	649	449	650	1,511
July	1,061	2,535	846	1,412	2,610	1,354
Jun	1,190	1,743	261	412	1,578	690
May	2,150	572	1,553	128	2,966	829
Apr	1,109	106	1,246	1,505	2,429	1,244
Mar	982	836	460	169	1,677	2,652
Feb	518	334	365	253	2,358	1,436
Jan	245	1,696	469	1,324	1,141	1,327
Actual	9,824	15,390	8,946	11,202	18,729	18,016
Projected	13,098					
Budgeted	14,000					
Bdgt vs Act.	70.17%					

CANNABIS

	2024	2023	2022	2021	2020	
Dec		360	358	339	149	
Nov		366	385	401	173	
Oct	375	360	349	459	153	
Sept	362	350	380	386	234	
Aug	389	397	474	324	173	
July	391	373	339	363	151	
Jun	384	362	409	412	113	
May	423	355	409	355	146	
Apr	441	420	453	351	290	
Mar	415	364	432	272	218	
Feb	412	372	408	276		
Jan	371	373	415	343		
Actual	3,964	4,452	4,811	4,283	1,800	
Projected	5,285					
Budgeted	4,822					
Bdgt vs Act	92.33%					

GENERAL FUND MONTHLY TOTALS

	2024	2023	2022	2021	2020	2019
Dec	0	103,260	107,549	87,982	108,809	70,934
Nov	0	105,265	107,433	91,228	82,238	74,259
Oct	126,702	137,217	146,677	125,449	95,689	93,616
Sept	96,614	101,412	108,167	93,674	83,832	73,371
Aug	115,322	107,171	107,468	91,966	107,357	76,728
July	117,489	127,370	134,172	112,064	86,673	81,388
Jun	104,219	100,092	103,145	108,834	69,915	70,759
May	145,832	142,984	169,428	109,582	79,705	113,101
Apr	110,943	110,693	117,793	99,522	84,277	81,014
Mar	102,973	110,089	107,170	88,262	78,870	74,711
Feb	116,437	115,891	118,034	90,151	80,308	82,999
Jan	126,516	142,540	113,893	96,626	86,740	80,845
	1,163,048	1,403,985	1,440,930	1,195,339	1,044,415	973,725
Current Budget		91.67%				

	WATER SALES		ADMIN		CAPITAL	
	2024	2023	2024	2023	2024	2023
Dec		25,511		15,929		42,322
Nov		22,129		15,354		38,067
Oct	27,108	26,892	15,608	15,917	39,726	43,795
Sep	31,444	31,095	16,416	14,574	46,981	50,826
Aug	27,429	23,988	15,757	14,106	40,511	37,072
Jul	33,252	39,786	16,775	16,279	49,584	63,060
Jun	25,812	26,379	15,183	15,137	38,670	40,962
May	22,795	20,458	16,641	15,103	34,753	33,609
Apr	21,686	22,476	15,970	15,734	33,707	37,683
Mar	25,823	21,441	19,232	16,350	40,559	36,067
Feb	27,186	21,060	15,721	15,008	42,719	35,680
Jan	18,697	19,955	15,512	14,805	30,834	37,229
Actual	261,232	301,168	162,815	184,297	398,044	496,371
Projected	348,309		651,260		1,592,177	
Budgeted	313,020	290,080	172,670	181,552	495,800	495,800
Bdgt vs Act.	83.46%	103.82%	94.29%	101.51%	80.28%	100.12%

GENERAL FISCAL PROJECTIONS

	2019	2020	2021	2022	2023	2024
Actual	973,725	1,044,415	1,195,339	1,440,930	1,403,985	1,163,048
Projected						2,167,404
Budgeted						2,297,465
Bdgt vs Act						50.62%

O&M FISCAL PROJECTIONS

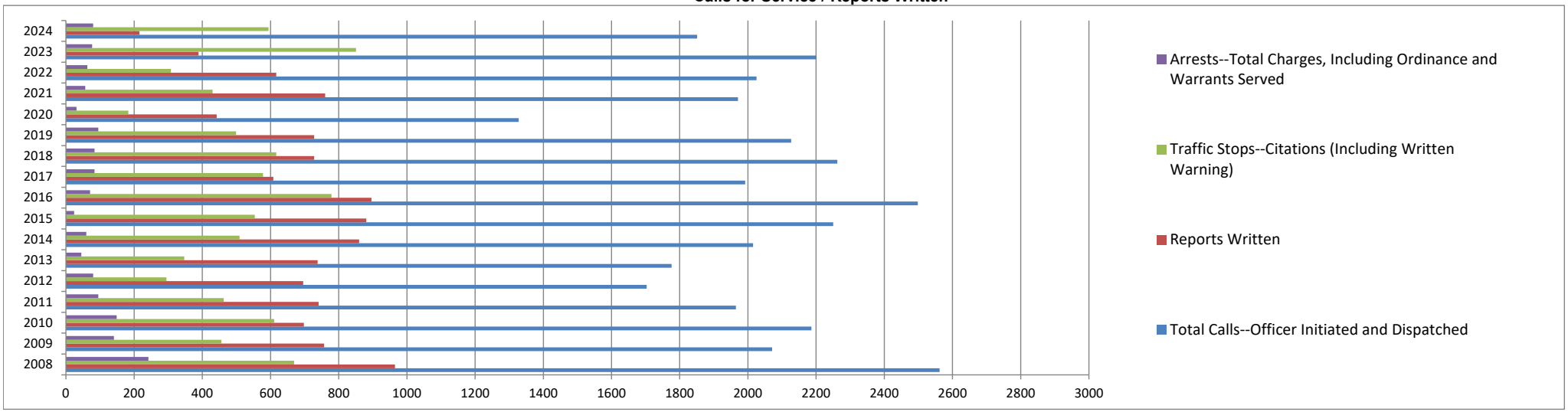
	2019	2020	2021	2022	2023	2024
Actual	1,095,547	1,127,464	1,245,270	1,393,570	1,421,986	1,170,935
Projected						3,056,870
Budgeted						2,653,804
Bdgt vs Act						44.12%

Winnebago Police Department
2021/2022/2023/2024 Calls and Offenses

Offense Type	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total 2024	Total 2023	Total 2022	Total 2021
Aggravated Battery (including Agg. Domestic)	0	0	0	0	0	0	0	0	0	0			0	**2**	**6**	**4**
Armed Robbery	0	0	0	0	0	0	0	0	0	0			0	**0**	**0**	**1**
Assault (Includes Aggravated Offense)	0	0	0	0	0	0	0	0	0	2			2	**2**	**5**	**0**
Battery	0	0	0	0	0	0	0	0	0	1			1	**7**	**8**	**4**
Burglary/Burglary from Vehicle	0	0	0	0	0	0	0	0	0	0			0	**0**	**3**	**5**
Criminal Damage to Property	0	1	0	2	2	0	1	0	0	0			6	**8**	**9**	**3**
Criminal Damage to State Supported Property	0	0	0	0	0	0	0	1	0	0			1	**0**	**0**	**0**
DUI Alcohol / Drugs Includes Agg. DUI	0	0	0	1	0	0	0	0	0	0			1	**7**	**11**	**5**
Disorderly Conduct	0	0	1	3	0	1	1	3	2	2			13	**14**	**15**	**12**
Fleeing to Elude (Aggravated)	0	0	0	0	0	0	0	1	0	0			1	**4**	**4**	**2**
Domestic Trouble/Domestic Battery/OP Violation /Vio.Stalking Order	1	1	0	1	0	2	1	0	2	1			9	**29**	**36**	**37**
Hit and Run	1	0	1	1	0	0	0	0	1	0			4	**2**	**4**	**7**
ID Theft / Forgery / Decept. Prac.	0	1	1	1	1	0	2	0	0	1			7	**11**	**9**	**23**
Illegal Consumption / Minor in Possession of Alcohol	0	0	0	0	0	0	0	1	0	0			1	**1**	**0**	**0**
Possession of Cannabis (Manu./Deliver)	1	0	1	0	0	0	1	0	0	0			3	**8**	**4**	**6**
Possession of Controlled Substance	1	0	0	0	0	0	0	0	0	0			1	**0**	**2**	**3**
Possession of Drug Paraphernalia	0	0	0	0	0	0	0	0	0	0			0	**2**	**1**	**1**
Reckless Conduct	0	0	0	0	0	0	0	0	0	0			0	**0**	**0**	**0**
Reckless Discharge of a Firearm	0	0	0	0	0	0	0	0	0	0			0	**0**	**0**	**0**
Reckless / Negligent Driving	0	0	0	0	0	0	2	0	0	0			2	**1**	**3**	**5**
Residential Burglary	0	0	0	0	0	0	0	0	0	0			0	**0**	**3**	**0**
Resisting Obstructing Peace Officer	0	0	0	0	0	0	0	0	0	0			0	**4**	**0**	**0**
School Bus Arm Violation	0	0	0	0	0	0	0	0	0	0			0	**2**	**3**	**3**
Sexual Abuse/Assault	0	0	0	0	0	0	1	0	0	0			1	**0**	**1**	**0**
Suicide Attempt / Threat of Suicide / Mental Health Call	0	4	2	2	3	0	5	4	0	2			22	**28**	**28**	**7**
Suspended/Revoked Driver's License/Registration	1	5	7	6	4	8	26	14	8	6			85	**29**	**8**	**19**
No Valid Driver's License	0	0	0	1	0	0	0	0	1	0			2	**4**	**4**	**5**
Theft of Vehicle (Recover Stolen)	0	0	0	0	0	0	0	0	0	0			0	**2**	**2**	**3**
Theft Over $500 / Retail Theft	0	0	0	1	0	0	0	0	0	0			1	**1**	**4**	**2**
Theft Under $500.00 / Retail Theft	1	1	0	0	2	1	2	3	1	0			11	**23**	**15**	**13**
Unlawful Use of Weapon (Aggravated)	0	0	0	0	0	0	0	0	0	0			0	**1**	**3**	**2**
Violation of Bail Bond	0	0	0	0	0	0	0	1	0	0			1	**0**	**0**	**1**
Warrant Service	0	1	0	1	1	1	1	0	0	0			5	**10**	**12**	**10**

**Report does not reflect all calls, all reports written, or all arrests*

Calls for Service / Reports Written



Administrative Tow - Ordinance No. 2012-13

Date	Case#	Offense	Administrative Hearing Requested/Due Process	Vehicle	Paid	Amount
		2024	2024	2024		
1/27/2024	WC24-000045	DWLR	NO	2007 Dodge Ram	Yes	$500.00
2/2/2024	WC24-000057	DWLS	NO	2010 Cadallic SRX		
4/8/2024	WC24-000169	Agg. DUI	NO	1998 Voyger	No	Salvage
4/12/2024	WC24-000186	DWLR / Fleeing	Letter Sent - 04/15/24	2004 GMC Sierra		
4/14/2024	WC24-000195	Reckless / Possession	NO	1994 Honda		
5/1/2024	WC24-000245	DWLS	NO	2006 Chevy 1500	Yes	$500.00
5/6/2024	WC24-000258	FTA Warrant DWLS	NO	2006 Ford Focus		
5/17/2024	WC24-000294	DWLS	NO by phone 05/20/24	2014 Chrysler		Salvage
6/1/2024	WC24-000325	DWLS /Susp. Registration	Yes 7/10/2024	2022 Kia K5	Yes	$500.00
6/22/2024	WC24-000402	DWLR	NO	2007 Chevy HHR	YES	$500.00
7/6/2024	WC24-000435	DWLS	NO	2009 Chevy Colbalt	YES	$500.00
7/30/2024	WC24-000535	DWLS	Letter Sent - 07/31/24	2010 Chevy Equinox		
8/2/2024	WC24-000548	DWLS	NO	2015 Jeep Cherokee	YES	$500.00
9/12/2024	WC24-000654	DWLR	Letter Sent 09/16/2024	2005 Honda Accord	YES	$500.00
					2024	$3,500.00

Total from previous Years	**$ 105,500.00**
Grand Total	**$109,000.00**

Winnebago Police Department

Traffic Speed Sign Data: October 2024

Location	Average Speed	Max Speed	Car Count
N. Elida Street	26.00	70	188232
W. McNair Road	26.44	77	26108
Swift Street / WHS	17.89	35	3019
Cunningham Road	31.06	97	59282
E. McNair Road	43.04	70	21823

These numbers also include first responders responding to calls for service

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

Village Engineer Report
for
Village of Winnebago

Village Board Meeting
November 11, 2024

THE FOLLOWING REPORT OF ACTIVITIES IS PROVIDED TO THE VILLAGE BOARD FOR INFORMATIONAL PURPOSES:

Active Projects:

#22-837 S. Church Street and Goodling Street Water Main Looping Project – Fehr Graham has continued to update plans and make permit submittals for the project. At the request of Joseph Dienberg via email on August 13, 2024, Fehr Graham provided an additional services proposal to the Village covering bidding documents and services, construction observation, as well as contract management. An IEPA Public Water Supplies Application for Construction submittal was made on September 5, 2024, with supplemental materials/information provided on September 16, 2024, and October 29, 2024.

#22-1342 Winnebago IEPA Project Planning – The Project Planning Report has been submitted to IEPA for review. Funding nomination forms for water main replacement and Well No. 5 have been submitted to IEPA for inclusion in the intended funding list. IEPA is requesting an archaeological survey as part of its environmental clearance process. Midwest Archaeological Research Services, Fehr Graham's subcontracted archaeological research team, is progressing with their survey work. Per email correspondence from the Osage Nation dated May 2, 2024, they have approved the completed archaeological survey and provided a "No Properties" letter. Approval documentation was submitted to the IEPA.

#23-271 Winnebago 2023 MFT Street Design—The final close-out document submittal was approved by IDOT on October 25, 2024, and provided electronically to Fehr Graham by Ronald Gaulke with IDOT on October 31, 2024.

#23-1378 Winnebago Clayton Court WM Looping Design – A final alignment was decided between the Village and Fehr Graham, and the plan set has been updated. An Application for Construction Permit was submitted to the IEPA on February 5, 2024. Final easement exhibits were prepared and submitted to the Village for coordination with property owners. The Village and Fehr Graham met regarding easement acquisition for the project on March 26, 2024. Per correspondence with the Village, properties are in the process of changing ownership and once all legal proceedings have finished, easement negotiations are to resume.

#24-125-PH04 Winnebago General—On October 14, 2024, Chad Insko and Joey Dienberg with the Village of Winnebago and Luke Ziegler with Fehr Graham met regarding a potential 2025 Residential Streets project. Fehr Graham was requested to begin compiling multiple estimates of cost for various streets throughout the Village.

24-1255 Cunningham Road Water Main Replacement—The village executed the agreement for the project on July 16, 2024. Fehr Graham has continued revising the plan set to meet current permitting requirements and project specifications.

#24-271A Winnebago 2024 MFT Street Construction – Construction for the Village MFT project started on June 25, 2024. Fehr Graham has been on site, inspecting all removals and coordinating questions and schedules as necessary between the Village and the Contractor. Final Change Order No. 1 and Final Pay Application No. 2 were provided to the Village for approval on October 29, 2024.

#24-1570 Resh Farm Stormwater – Agreement for the design of a new box culvert under Westfield Road was approved by the Village on September 9, 2024. Preliminary design continues to advance.

Respectfully Submitted,

Luke Ziegler
Staff Engineer

O:\Winnebago, Village of\24-125 - 2024 General Engineering Services\PA Final\PH05 - Village Board - General Items\Village Engineer Reports\24-125 - Winnebago 2024-11-11 November Engineer Report.doc

Village of Winnebago
108 West Main Street • Winnebago, Illinois 61088 • Tel 815.335.2020 • Fax 815.415.8491

CODE ENFORCEMENT OFFICER AND BUILDING OFFICIAL REPORT

October 1, 2024 - October 30, 2024

CODE ENFORCEMENT:

- 114 S BENTON - PROPERTY MAINTINENCE –in process of demolition
- 201 S ELIDA – HIGH GRASS – ongoing/Village Maintenance (owner deceased)
- 402 S CHURCH – Rubbish in driveway/ letter sent/Winnebago County Health Department reviewing

RESOLVED FROM LAST MONTH:

- 126 S BENTON – Zoning Violation/ Person living in the commercial property/ letter sent/Tenant has moved

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	PROJ TYPE	
24-86	10/02/2024	OAKES, JIM	404 MC DAMYN CIRCLE	OWNER	RESIDENTIAL FENCE	RES06
24-87	10/07/2024	WOOLBRIGHT, MIKE	209 W MAIN STREET	OWNER	DECK	RES13
24-88	10/04/2024	WHITE, DEBRA	409 N PECATONICA STREET	OWNER	RES ELECTRICAL	RES04
24-89	10/15/2024	COOK, RANDY	207 E RUNYARD	OWNER	ROOF TOP SOLAR	RES11
24-90	10/24/2024	CARLSON, JESSICA	109 E MAIN ST.	OWNER	RES DEMOLITION	RES03
24-91	10/24/2024	KRAUSE, RANDY	209 S BENTON STREET	OWNER	RES NEW BUILDING	RES09

*** TOTALS *** NUMBER OF PROJECTS: 6 LUATION: 55,100.00 FEES: 830.40

Casper Manheim,
Building Official & Code Enforcement Officer

BOARD BRIEFS

WEEKLY UPDATE FROM THE VILLAGE ADMINISTRATOR

2024 VOLUME 35
WEEK OF OCT 7

PUBLIC WORKS

Public Works completed daily rounds as per IEPA requirements, which included data recording and water treatment at six deep water wells, in-person site visits, and the collection of 10 representative water samples for QA/QC. The team completed one mowing circuit, two trash circuits, and routine wellhouse cleaning and maintenance, including public restrooms at the lighted diamond. Repairs were conducted on the Hurco valve exerciser, and 200 feet of sidewalk were removed and replaced. Work continued on drainage areas, road edge maintenance with millings, and cold patching. Twelve Julie locates were completed. Public Works also met with Winnebago County Engineering to discuss drainage projects and review the proposed parking area at Simon School. Additionally, they completed the semi-annual fire hydrant flushing and maintenance of 240 Village-owned hydrants, conducting repairs on any hydrants with issues.

POLICE

The Police Department recorded 46 calls for service, wrote 5 incident reports, made no arrests, and issued 8 citations and warnings. Chief White and Sgt. Haff attended the monthly Chief's meeting at the Winnebago County Sheriff's Department, where regional departments discussed new legislation, case law, and recent activity within each jurisdiction to promote cooperation. The Police Department assisted with Winnebago High School Homecoming events, including the parade and football game. SRO Spelman applied for and was awarded a $2,500 grant through the Stop the Bleed program, which will be used to train school staff and students in first aid.

OFFICE STAFF

The Deputy Clerk is in Normal, IL this week for the Illinois Municipal Clerk Institute, working on her continued education about a variety of topics, as well as a great networking event. The Village Treasurer completed the September Reconciliations, continued budget work and continued work with the front office regarding the upcoming software transition anticipated in January 2025. The Village Administrator and other office staff began preparations for the upcoming Village Board meeting, including reviewing 2025 Insurance Premium information. On Monday, The Village Administrator, Deputy Clerk, Building Official and Engineers held their monthly development team meeting, reviewing all current and upcoming developments, including Peak Storage, Simon Elementary School, and the Park Hills Church Renovation. Furst Staffing was contacted regarding a posting for the now Vacant Utility Billing Clerk Position.

BOARD BRIEFS

WEEKLY UPDATE FROM THE VILLAGE ADMINISTRATOR

2024 VOLUME 37
WEEK OF OCT 21

POLICE

The Police Department recorded 50 calls for service, wrote 6 incident reports, made 2 arrests, and issued 8 traffic citations and warnings. One crash report was investigated. Last Friday, Village Administrator Dienberg, Chief White, and Sgt. Haff interviewed a candidate for the vacant full-time position, with a background check now underway. Sgt. Haff has been managing the domain change for the department, which has been mostly smooth. Officer Altamirano qualified and will return to duty in November. Officer Spelman had a busy week addressing school district issues. Annual performance evaluations have started and will be completed by next week. The Trunk or Treat event was successful, with many participants, and the Chamber effectively managed setup and teardown. The WPD won the annual Battle of the Badges against WBS Fire following Trunk or Treat, marking the second consecutive victory.

OFFICE STAFF

The Deputy Clerk prepared for the CoW meeting, handled a FOIA request, completed zoning verification for 101 Kasch Dr., and prepared for the next board meeting. Training for LOCIS software migration continued. The Treasurer met with Attorney Gaziano and Jenny Blocker to work to resolve LOCIS accounts payable issues, reviewed the PTELL process and levy, coordinated with Public Works on remaining meter swaps, trained the front office on applying late fees and notices, and continued 2024 budget revisions and 2025 Budget Preparations. The Village Administrator attended a Basic Economic Development Course in Naperville from Monday to Thursday. The BEDCs are independently managed by state-level organizations, this one was organized by SIU Edwardsville. These courses provide professionals with the foundational knowledge and skills necessary to build a career in the economic development field. BEDCs are also part of the required coursework to apply for IEDC's Certified Economic Developer (CEcD) Exam.

PUBLIC WORKS

Public Works completed daily rounds as per IEPA requirements, including data recording and water treatment at six deep water wells, in-person site visits, and SCADA supervision. They completed one partial mowing circuit, two trash circuits, and routine wellhouse cleaning and maintenance, including public restrooms at the lighted diamond. Repairs on the Hurco valve exerciser pressure washer continued, and preparation work was done for a senior service project at WHS. Drainage work continued, along with cold patching and detailed restoration using black dirt and grass seed. The team completed 14 Julie locates and replaced 10 meter toppers. They met with Winnebago County at the Rock 39 water main project and hauled sand for winter preparation. Transition of the shop and yard for winter maintenance continued, with heavy truck maintenance and plow preparation underway. Staff attended the Illinois Rural Water Northern Conference for IEPA-required CEUs and J&R Supply training for professional development. Park maintenance was carried out at Greenlee Park.

BOARD BRIEFS

WEEKLY UPDATE FROM THE VILLAGE ADMINISTRATOR

2024 VOLUME 38
WEEK OF OCT 28

POLICE

The Police Department recorded 55 calls for service, wrote 4 incident reports, issued 8 traffic citations and warnings, and investigated 2 crash reports. Due to county staffing shortages, officers assisted with several calls throughout the week. The Village Administrator, Deputy Clerk, and Police Department met with RockfordIT to discuss new IT security issues and potential products. All police department employee evaluations have been completed and turned over to the Village Administrator. Trick-or-treating in the community went smoothly, with no major issues reported.

OFFICE STAFF

The Front office has been working closely with PW to ensure the final stretch of cellular meters are installed replacing older radio meters. The Deputy Clerk managed payroll processing, zoning meeting and public hearing minutes, open enrollment preparation, and supported the Utility Billing staff and Treasurer. Additional tasks included assisting the Building Official with new construction permit application questions, completing three FOIA requests, and reviewing applicants for an open position. The Treasurer continued working on the 2024 budget closeout and 2025 budget preparations. The Village Administrator attended a zoning board meeting, met with the school district about future construction projects, collaborated with the Police and Public Works departments on 2025 budget discussions, and worked with office staff to discuss a new front office structure.

PUBLIC WORKS

Public Works completed daily rounds per IEPA requirements, which included monitoring six deep water wells, data recording, water treatment, in-person site visits, and SCADA supervision. The team also completed one partial mowing circuit, two trash circuits, and routine wellhouse cleaning and maintenance, including servicing the public restrooms at the lighted diamond. They coordinated with the office regarding the final 120 meter swap-outs and related scheduling, hung 70 door hangers for meter change-out needs, and collaborated with a contractor and volunteers on the Memorial Park sign landscaping improvement, supported by the Historical Society grant. Ongoing tasks included work on drainage areas, cold patching, and completing 14 Julie locates. The team replaced 50 meter toppers, met with Winnebago County at the Rock 39 water tower project, and cleaned up downed branches after high winds.

Agenda Item Executive Summary

Item Name	A RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR THE 2024 MFT PROJECT	Committee or Board	Village Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

The Village of Winnebago has received Change Order No. 1 from Rock Road Companies, Inc., the contractor for the 2024 Motor Fuel Tax (MFT) project. This change order finalizes and balances all quantities for the project, reflecting adjustments based on actual work completed, including additional costs for the pinning of sidewalks and a mobilization fee for increased milling. The change order results in a net deduction of $80,193.55, reducing the original contract amount from $317,323.20 to a final total of $237,129.65, a decrease of 25.27%. The resolution approves Change Order No. 1 and enables the Village Board to proceed with final project adjustments, ensuring project alignment with the documented changes.

ATTACHMENTS (PLEASE LIST)

Resolution, Change Order No. 1

ACTION REQUESTED

☐For Discussion Only

☒Resolution

☐Ordinance

☒Motion:

MOTION: I MOVE TO APPROVE RESOLUTION 2024-__R, A RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR THE 2024 MFT PROJECT

Staff:	Chad Insko, Public Works Director	Date:	11/11/2024

RESOLUTION NO. 2024-_____R

A RESOLUTION APPROVING PAY APPLICATION NO. 1 FOR THE 2024 MFT PROJECT

WHEREAS, the Village of Winnebago has undertaken the 2024 Motor Fuel Tax (MFT) Roadway Resurfacing Project for the improvement of various Village routes; and

WHEREAS, Rock Road Companies, the contractor, has submitted Change Order No. 1 to finalize and balance all quantities associated with the project, including adjustments to quantities for specific materials and labor; and

WHEREAS, the Change Order includes necessary additional fees for the pinning of sidewalks and mobilization fees for increased milling, reflecting actual work completed and materials utilized; and

WHEREAS, the total adjustment results in a net deduction of $80,193.55, reducing the original contract amount of $317,323.20 to a final adjusted contract amount of $237,129.65, which is a 25.27% decrease from the original contract; and

WHEREAS, the Village Board of Trustees finds that the circumstances necessitating this change were unforeseen at the time of contract signing, the changes are germane to the original contract, and the change order is in the best interest of the Village and authorized by law;

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

SECTION I

The recitals set forth above are incorporated in and made a part hereof.

SECTION II

A. **Approval of Change Order No. 1:** The Village of Winnebago hereby approves Change Order No. 1, attached hereto as **Exhibit A**, for the 2024 MFT project.

B. Effective Date: This Resolution shall take effect immediately upon its passage and approval.

BE IT FURTHER RESOLVED that the Village Clerk is hereby directed to provide a copy of this resolution to all appropriate parties and to take any further actions necessary to implement this resolution.

APPROVED:

_____

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: _____

Illinois Department of Transportation

Request for Approval of Change of Plans

Local Public Agency: Village of Winnebago
County: Winnebago
Route: Various
Section Number: 24-00000-00-GM
Request Number: 1
☒ Final
Contractor: Rock Road Companies
Address: P.O. Box 1818
City: Janesville
State: WI
Zip Code: 53547-1818
Date: 10/29/24

I recommend that this Deduction be made from the above contract.

The estimated quantities are shown below and the contractor agrees to furnish the materials and do the work at the unit prices.

	Item Description	Unit of Measure	Quantity	Unit Price	Addition (A) or Deduction (D)	Total Addition	Total Deduction
-	Pavement Surface Removal - 1.5"	SY	51.6	$2.2700	D	$0.0000	$117.1320
-	Pavement Replacement - Special	SY	215	$16.4800	D	$0.0000	$3,543.2000
-	Approach Pavement Removal	SY	262.1	$15.0700	D	$0.0000	$3,949.8470
-	Combination Curb and Gutter Removal	LF	491.5	$16.0700	D	$0.0000	$7,898.4050
-	PCC Sidewalk Removal	LF	45	$3.5200	A	$158.4000	$0.0000
-	HMA Surface Course, IL9.5, N50 - 1.5"	TON	139.4	$81.0000	A	$11,291.4000	$0.0000
-	HMA Approach Pavement - 3"	SY	218.9	$23.7200	D	$0.0000	$5,192.3080
-	PCC Approach Pavement - 6"	SY	43.2	$103.3800	D	$0.0000	$4,466.0160
-	Base Repair, Complete	SY	300	$56.2000	D	$0.0000	$16,860.0000
-	Combination Curb and Gutter, Type M-6.12	LF	491.5	$39.5100	D	$0.0000	$19,419.1650
-	PCC Sidewalk - 5"	SF	45	$11.8800	A	$534.6000	$0.0000
-	Inlet Adjustment	EA	18	$1,004.6200	D	$0.0000	$18,083.1600
-	Sanitary Manhole Adjustment	EA	10	$1,285.9100	D	$0.0000	$12,859.1000
-	Storm Manhole Adjustment	EA	1	$1,004.6200	D	$0.0000	$1,004.6200
-						$0.0000	$0.0000
-	Norwest Additional Milling Mobilization	LS	1	$500.0000	A	$500.0000	$0.0000
-	Norwest Additional Sidewalk Pinning	LS	1	$715.0000	A	$715.0000	$0.0000
					Total Changes	$13,199.40	$93,392.95

Add Row

Total Net Change	($80,193.55)
Amount of Original Contract	$317,323.20
Amount of Previous Change Orders	$0.00
Amount of adjusted/final contract	$237,129.65

Total net deduction to date ($80,193.55) which is -25.27% of the contract price.

State fully the nature and reason for the change

Change Order 1 is to finalize all quantities used for the 2024 Village of Winnebago Roadway Resurfacing Project. There are various additions and deductions to project quantity to reflect what was installed on the project. Additional costs associated with increased milling areas as well as pinning of sidewalk are also included.

When the net increase or decrease in the cost of the contract is $10,000.00 or more, or the time of completion is increased or decreased by 30 days or more, one of the following statements must be checked:

- ☐ The Local Public Agency has determined that the circumstances which necessitate this change were not reasonably foreseeable at the time the contract was signed.
- ☒ The Local Public Agency has determined that the change is germane to the original contract as signed.
- ☐ The Local Public Agency has determined that this change is in the best interest of the Local Public Agency and is authorized by law.

Prepared By	Title of Preparer
Luke Ziegler	Staff Engineer

Submitted/Approved

Local Public Agency Signature & Date

BY:

Title:

For a Road District project County Engineer signature required.

County Engineer/Superintendent of HighwaysSignature & Date

Approved:
Illinois Department of Transportation

Regional Engineer Signature & Date

IDOT Department Use Only

Received Location	Received Date	Additional Location?
		☐

WMFT Entry By	Entry Date

Agenda Item Executive Summary

Item Name	A RESOLUTION APPROVING PAY APPLICATION NO. 2 FOR THE 2024 MFT PROJECT	Committee or Board	Village Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

The Village of Winnebago has received Pay Application No. 2 from Fehr Graham, the Village Engineer, for the 2024 Motor Fuel Tax (MFT) project, reflecting the final adjusted quantities established by Change Order No. 1. This pay application documents the finalized work quantities, as measured by Fehr Graham staff and verified by the Village, Contractor (Rock Road Companies, Inc.), and subcontractors. With Change Order No. 1 adjustments included, Pay Application No. 2 outlines the net amount due to Rock Road Companies, Inc. The resolution authorizes the Village Administrator, Director of Public Works, or their designee to process the payment, allowing for the project's successful financial closeout based on the completed work.

ATTACHMENTS (PLEASE LIST)

Resolution, Pay Application No. 2

ACTION REQUESTED

☐For Discussion Only

☒Resolution

☐Ordinance

☒Motion:

MOTION: I MOVE TO APPROVE RESOLUTION 2024-__R, A RESOLUTION APPROVING PAY APPLICATION NO. 2 FOR THE 2024 MFT PROJECT

Staff:	Chad Insko, Public Works Director	Date:	11/11/2024

RESOLUTION NO. 2024-_____R

A RESOLUTION APPROVING PAY APPLICATION NO. 1 FOR THE 2024 MFT PROJECT

WHEREAS, the Village of Winnebago has contracted with Fehr Graham, the Village Engineer, for engineering services related to the Village's 2024 Motor Fuel Tax (MFT) project; and

WHEREAS, Fehr Graham, as the Village Engineer, has prepared and executed Pay Application No. 2 for the 2024 MFT project, which reflects the final quantities established in Change Order No. 1; and

WHEREAS, the quantities included within Pay Application No. 2 were measured by Fehr Graham field staff and have been reviewed by Village representatives, the Contractor (Rock Road Companies, Inc.), and their subcontractors; and

WHEREAS, Pay Application No. 2 reflects the work completed to date, adjusted per Change Order No. 1, with the net amount due to Rock Road Companies, Inc. as outlined in the pay application document; and

WHEREAS, the Village Board of Trustees has reviewed Pay Application No. 2 and associated documentation.

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

SECTION I

The recitals set forth above are incorporated in and made a part hereof.

SECTION II

A. **Approval of Pay Application No. 2:** The Village of Winnebago hereby approves Pay Application No. 2, attached hereto as **Exhibit A**, for the 2024 MFT project, payable to Rock Road Companies, Inc., as indicated in the pay application.

B. **Authorization to Execute:** The Village Administrator, the Director of Public Works, or their designee is hereby authorized and directed to process the payment in accordance with the terms outlined in the pay application, attached hereto as **Exhibit A**.

C. **Effective Date:** This Resolution shall be in full force and effect from and after its passage and approval as required by law.

BE IT FURTHER RESOLVED that the Village Clerk is hereby directed to provide a copy of this resolution to all appropriate parties and to take any further actions necessary to implement this resolution.

APPROVED:

_____

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: _____

Illinois Department of Transportation

Engineer's Payment Estimate

Local Public Agency	County	Route(s) (Street/Road)	Section Number	Estimate
Village of Winnebago	Winnebago	Various	24-00000-00-GM	2

☒ Final

Payable to Name: Rock Road Companies, Inc.

Address: P.O. Box 1818 Janesville, WI 53547-1818

Date From: 07/13/24 Date To: 08/21/24

Pay Items	Unit of Meas.	Awarded		Approved Change in Plans		Completed to Date		
		Quantity	Values	Added	Deducted	Quantity	Unit Price	Value
Pavement Surface Removal - 1.5"	SY	9400	$21,338.00		51.6	9348.4	$2.2700	$21,220.8680
Pavement Replacement - Special	SY	215	$3,543.20		215.0	0	$16.4800	
Approach Pavement Removal	SY	500	$7,535.00		262.1	237.9	$15.0700	$3,585.1530
Combination Curb and Gutter Removal	LF	1700	$27,319.00		491.5	1208.5	$16.0700	$19,420.5950
PCC Sidewalk Removal	SF	2700	$9,504.00	45.0		2745	$3.5200	$9,662.4000
HMA Surface Course, IL9.5, N50 - 1.5"	TON	815	$66,015.00	139.4		954.4	$81.0000	$77,306.4000
Bituminous Materials (Tack)	LB	2115	$21.15			2115	$0.0100	$21.1500
HMA Approach Pavement - 3"	SY	450	$10,674.00		218.9	231.10	$23.7200	$5,481.6920
PCC Approach Pavement - 6"	SY	50	$5,169.00		43.2	6.80	$103.3800	$702.9840
Base Repair, Complete	SY	300	$16,860.00		300	0	$56.2000	
Combination Curb and Gutter, Type M-6.12	LF	1700	$67,167.00		491.5	1208.5	$39.5100	$47,747.8350
PCC Sidewalk - 5"	SF	2700	$32,076.00	45.0		2745	$11.8800	$32,610.6000
Detectable Warning	SF	20	$811.80			20	$40.5900	$811.8000
Inlet Adjustment	EA	20	$20,092.40		18	2	$1,004.6200	$2,009.2400
Sanitary Manhole Adjustment	EA	10	$12,859.10		10	0	$1,285.9100	

Local Public Agency	County	Route(s) (Street/Road)	Section Number
Village of Winnebago	Winnebago	Various	24-00000-00-GM

Pay Items	Meas.	Quantity	Values	Added	Deducted	Quantity	Unit Price	Value
Storm Manhole Adjustment	EA	1	$1,004.62		1	0	$1,004.6200	
Concrete Washout Basin	EA	1	$202.93			1	$202.9300	$202.9300
Restoration	LS	1	$15,131.00			1	$15,131.0000	$15,131.0000
Norwest Additional Milling Mobilization	LS	0		1		1	$500.0000	$500.0000
Norwest Additional Sidewalk Pinning	LS	0		1		1	$715.0000	$715.0000
		Total	$317,323.20				Total	$237,129.65

Miscellaneous Extras and Credits	Values

Total Miscellaneous Extras and Credits	
Total Value of Completed Work	$237,129.65
Deduct Retainage	$0.00
Balance Due of Completed Work	$237,129.65

Miscellaneous Debits	Values

Total Miscellaneous Debits	
Net Cost of Section	$237,129.65
Previous Payments	$201,537.22
Net Amount Due	$35,592.43

☐ The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210).

☒ The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities.

☐ The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.

Local Public Agency	County	Route(s) (Street/Road)	Section Number
Village of Winnebago	Winnebago	Various	24-00000-00-GM

Resident Engineer Signature & Date

Luke Ziegler 10-29-24

Prepared by: Luke Ziegler

Title: Staff Engineer

Local Agency Signature & Date

Approved
Regional Engineer Signature & Date

IDOT Department Use Only

Received Location	Received Date	Additional Location?
		☐

WMFT Entry By

Entry Date

Agenda Item Executive Summary

Item Name	AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR CONSTRUCTING FACILITIES WITHIN THE VILLAGE RIGHT-OF-WAY	Committee or Board	

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

This ordinance establishes comprehensive guidelines and standards for constructing utility and other facilities within the Village of Winnebago's rights-of-way. Recognizing the importance of these areas for transportation, safety, and aesthetic quality, the ordinance provides a framework to manage and control construction activities effectively. It includes provisions for permitting, location standards, construction methods, and restoration requirements, with an emphasis on minimizing disruptions to public spaces, ensuring public safety, and maintaining the visual character of the Village.

The ordinance applies to all facilities within Village rights-of-way and sets forth requirements for insurance, surety, and maintenance, along with provisions for handling emergencies, vegetation control, and facility relocation. Additionally, it grants the Village authority to regulate facility appearance and construction methods to protect the public interest and preserve the integrity of the rights-of-way. Enforcement measures are outlined to ensure compliance, with penalties for violations, securing a balance between public use and necessary utility infrastructure.

This item did not have a first reading. In accordance with Village Ordinances, this would need a unanimous vote to suspend the first reading.

ATTACHMENTS (PLEASE LIST)

Draft Ordinance, Draft ROW Permit Application

ACTION REQUESTED

☐For Discussion Only

☒Resolution

☐Ordinance

☒Motion:

MOTION: I MOVE TO APPROVE ORDINANCE 2024-__, AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR CONSTRUCTING FACILITIES WITHIN THE VILLAGE RIGHT-OF-WAY

Staff:	Attorney Mary J. Gaziano Joseph Dienberg, Village Adminsitrator	Date:	11/11/2024

ORDINANCE NO. __

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR CONSTRUCTING FACILITIES WITHIN THE VILLAGE RIGHT-OF-WAY

WHEREAS, 220 ILCS 65/0.01 et seq., grants the Village Board the power by general ordinance to establish such regulations and restrictions for constructing facilities on the rights-of-ways within the Village's jurisdiction; and

WHEREAS, the rights-of-ways are critical to the travel and transportation of persons and property in the Village and must be managed and controlled consistently with that intent and can be partially occupied by utility facilities to the enhancement of the health, welfare, and general economic well-being of the Village and its residents; and

WHEREAS, it is in the Village's interest to establish such regulations and restrictions to ensure the preservation of the integrity, safe usage, and visual qualities of the rights-of-ways.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WINNEBAGO, ILLINOIS AS FOLLOWS:

ARTICLE I

CONSTRUCTION OF UTILITY FACILITIES IN THE RIGHTS-OF-WAY

SECTION 1. PURPOSE AND SCOPE. The purpose of this ordinance is to establish policies and procedures for constructing facilities on rights-of-way within the Village's jurisdiction, which will provide public benefit consistent with the preservation of the integrity, safe usage, and visual qualities of the Village rights-of-way and the Village as a whole.

A) **Intent**. In enacting this ordinance, the Village intends to exercise its authority over the rights-of-way in the Village and, in particular, the use of the public ways and property by utilities, by establishing uniform standards to address issues presented by utility facilities, including without limitation:

1. prevent interference with the use of streets, sidewalks, alleys, parkways, and other public ways and places;

2. prevent the creation of visual and physical obstructions and other conditionsthat are hazardous to vehicular and pedestrian traffic;

3. prevent interference with the facilities and operations of the Village's utilities and of other utilities lawfully located in rights-of-way or public property;

4. protect against environmental damage, including damage to trees, from the installation of utility facilities;

5. protect against increased stormwater run-off due to structures and materials that increase impermeable surfaces;

6. preserve the character of the neighborhoods in which facilities are installed;

7. preserve open space;

8. prevent visual blight from the proliferation of facilities in the rights-of-way;

9. assure the continued safe use and enjoyment of private properties adjacent to utility facilities locations; and

10. where utility easements adjacent to or nearby a proposed utility project exist, the Village has the right to require Telecommunications Providers to install their utilities within said utility easements.

B) **Facilities Subject to This Ordinance**. This ordinance applies to all facilities on, over, above, along, upon, under, across, or within the rights-of-way within the jurisdiction of the Village. A facility lawfully established prior to the effective date of this ordinance may continue to be maintained, repaired, and operated by the utility as presently constructed and located, except as may be otherwise provided in any applicable franchise, license, or similar agreement.

C) **Franchises, Licenses, or Similar Agreements**. The Village, in its discretion and as limited by law, may require utilities to enter into a franchise, license, or similar agreement for the privilege of locating their facilities on, over, above, along, upon, under, across, or within the Village rights-of-way. Utilities that are not required by law to enter into such an agreement may request that the Village enter into such an agreement. In such an agreement, the Village may provide for terms and conditions inconsistent with this ordinance.

D) **Effect of Franchises, Licenses, or Similar Agreements.**

1. Utilities Other Than Telecommunications Providers. In the event that a utility other than a telecommunications provider has a franchise, license, or similar agreement with the Village, such franchise, license, or similar agreement shall govern and control during the term of such agreement and any lawful renewal or extension thereof.

2. Telecommunications Providers. In the event of any conflict with, or inconsistency between, the provisions of this ordinance and the provisions

of any franchise, license, or similar agreement between the Village and any telecommunications provider, the provisions of such franchise, license, or similar agreement shall govern and control during the term of such agreement and any lawful renewal or extension thereof.

E) **Conflicts with Other Ordinances**. This ordinance supersedes all ordinances or parts of ordinances adopted prior hereto that are in conflict herewith, to the extent of such conflict.

F) **Conflicts with State and Federal Laws**. In the event that applicable federal or State laws or regulations conflict with the requirements of this ordinance, the utility shall comply with the requirements of this Section to the maximum extent possible without violating federal or State laws or regulations.

G) **Sound Engineering Judgment.** The Village shall use sound engineering judgment when administering this ordinance, and may vary the standards, conditions, and requirements expressed in this ordinance when the Village so determines. Nothing herein shall be construed to limit the ability of the Village to regulate its rights-of-way for the protection of the public health, safety, and welfare.

SECTION 2. DEFINITIONS. As used in this ordinance, and, unless the context clearly requires otherwise, the words and terms listed shall have the meanings ascribed to them in this ordinance. Any term not defined in this Section shall have the meaning ascribed to it in 92 111. Adm. Code §530.30, unless the context clearly requires otherwise.

AASHTO. American Association of State Highway and Transportation Officials.

ANSI. American National Standards Institute.

Applicant. A person applying for a permit under this ordinance.

ASTM. American Society for Testing and Materials.

Backfill. The methods or materials for replacing excavated material in a trench, pit, or excavation.

Bore or *Boring.* To excavate an underground cylindrical cavity for the insertion of a pipe or electrical conductor.

Cable operator. That term as defined in 47 U.S.C. 522(5).

Cable service. That term as defined in 47 U.S.C. 522(6).

HEARING DRAFT

Cable system. That term as defined in 47 U.S.C. 522(7).

Carrier Pipe. The pipe enclosing the liquid, gas, or slurry to be transported.

Casing. A structural protective enclosure for transmittal devices such as: carrier pipes, electrical conductors, and fiber optic devices.

Clear Zone. The total roadside border area, starting at the edge of the pavement, available for safe use by errant vehicles. This area may consist of a shoulder, a recoverable slope, a non-recoverable slope, and a clear run-out area. The desired width is dependent upon the traffic volumes and speeds, and on the roadside geometry.

Coating. Protective wrapping or mastic cover applied to buried pipe for protection against external corrosion.

Code. Any Municipal Code effective in the Village of Winnebago.

Conductor. Wire carrying electrical current.

Conduit. A casing or encasement for wires or cables.

Construction or *Construct.* The installation, repair, maintenance, placement, alteration, enlargement, demolition, modification, or abandonment in place of facilities.

Cover. The depth of earth or backfill over buried utility pipe or conductor.

Crossing Facility. A facility that crosses one or more right-of-way lines of a right-of-way.

Disrupt the Right-of-Way. For the purposes of this Section, any work that obstructs the right-of-way or causes a material adverse effect on the use of the right-of-way for its intended use. Such work may include, without limitation, the following: excavating or other cutting; placement (whether temporary or permanent) of materials, equipment, devices, or structures; damage to vegetation; and compaction or loosening of the soil and shall not include the parking of vehicles or equipment in a manner that does not materially obstruct the flow of traffic on a highway.

Emergency. Any immediate maintenance to the facility required for the safety of the public using or in the vicinity of the right-of-way or immediate maintenance required for the health and safety of the general public served by the utility.

Encasement. Provision of a protective casing.

Engineer. The Village Engineer or its designee.

Equipment. Materials, tools, implements, supplies, and/or other items used to facilitate construction of facilities.

DRAFT

Excavation. The making of a hole or cavity by removing material or laying bare by digging.

Extra Heavy Pipe. Pipe meeting American Safety for Testing and Materials (ASTM) standards for this pipe designation.

Facility. All structures, devices, objects, and materials (including, but not limited to, track and rails, wires, ducts, fiber optic cable, antennas, vaults, boxes, equipment enclosures, cabinets, pedestals, poles, conduits, grates, covers, pipes, cables, and appurtenances thereto) located on, over, above, along, upon, under, across, or within rights-of-way under this ordinance. For purposes of this ordinance, the term "facility" shall not include any facility ownedor operated by the Village.

Freestanding Facility. A facility that is not a crossing facility or a parallel facility, such as an antenna, transformer, pump, or meter station.

Frontage Road. Roadway, usually parallel, providing access to land adjacent to the highway where it is precluded by control of access to a highway.

Hazardous Materials. Any substance or material which, due to its quantity, form, concentration, location, or other characteristics, is determined by the Public Works Director to pose an unreasonable and imminent risk to the life, health, or safety of persons or property or to the ecological balance of the environment, including, but not limited to, explosives, radioactive materials, petroleum or petroleum products or gases, poisons, etiology (biological) agents, flammables, corrosives or any substance determined to be hazardous or toxic under any federal or state law, statute, or regulation.

Highway Code. The Illinois Highway Code, 605 ILCS 5/1-101 et seq., as amended from time to time.

Highway. A specific type of right-of-way used for vehicular traffic including rural or urban roads or streets. "Highway" includes all highway land and improvements, including roadways, ditches, and embankments, bridges, drainage structures, signs, guardrails, protective structures, and appurtenances necessary or convenient for vehicle traffic.

Holder. A person or entity that has received authorization to offer or provide cable or videoservice from the ICC pursuant to the Illinois Cable and Video Competition Law, 220 ILCS5/21-401.

IDOT. Illinois Department of Transportation.

ICC. Illinois Commerce Commission.

Jacking. Pushing a pipe horizontally under a roadway by mechanical means with or without boring.

Jetting. Pushing a pipe through the earth using water under pressure to create a cavity ahead of the pipe.

Joint Use. The use of pole lines, trenches, or other facilities by two or more utilities.

J.U.L.I.E. The Joint Utility Locating Information for Excavators utility notification program.

Major Intersection. The intersection of two or more major arterial highways.

Occupancy. The presence of facilities on, over, or under right-of-way.

Parallel Facility. A facility that is generally parallel or longitudinal to the centerline of a right-of-way.

Parkway. Any portion of the right-of-way not improved by street or sidewalk.

Pavement Cut. The removal of an area of pavement for access to facility or for the construction of a facility.

Permittee. That entity to which a permit has been issued pursuant to this ordinance.

Permit Review Fees. Permit fees, including all incurred consultant fees and anticipated utility locate fees for traffic signals.

Practicable. That which is performable, feasible or possible, rather than that which is simply convenient.

Pressure. The internal force acting radially against the walls of a carrier pipe expressed in pounds per square inch gauge (psig).

Petroleum Products Pipelines. Pipelines carrying crude or refined liquid petroleum products including, but not limited to, gasoline, distillates, propane, butane, or coal-slurry.

Prompt. That which is done within a period of time specified by the Village. If no time period is specified, the period shall be thirty (30) business days.

Public Entity. A legal entity that constitutes or is part of the government, whether at local, state, or federal level.

Public Works Director. The Village Public Works Director or designee.

Restoration. The repair of a right-of-way, highway, roadway, or other area disrupted by the construction of a facility.

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Record Drawings. Engineering drawings complete with all dimensions which indicate all features of the development/construction as the development/construction has been built.

Right-of-Way or *Rights-of-Way.* Any street, alley, other land, or waterway, dedicated or commonly used for pedestrian or vehicular traffic or other similar purposes, including utility easements, in which the Village has the right and authority to authorize, regulate or permit the location of facilities other than those of the Village. "Right-of-way" or "Rights-of-way" shall not include any real or personal Village property that is not specifically described in the previous two sentences and shall not include Village buildings, fixtures, and other structures or improvements, regardless of whether they are situated in the right-of-way.

Roadway. That part of the highway that includes the pavement, curb and/or shoulders.

Sale of Telecommunications at Retail. The transmitting, supplying, or furnishing of telecommunications and all services rendered in connection therewith for a consideration, other than between a parent corporation and its wholly owned subsidiaries or between wholly owned subsidiaries, when the gross charge made by one such corporation to another such corporation is not greater than the gross charge paid to the retailer for their use or consumption and not for sale.

Surety. That amount of surety required pursuant to this ordinance.

Shoulder. A width of roadway, adjacent to the pavement, providing lateral support to the pavement edge and providing an area for emergency vehicular stops and storage of snow removed from the pavement.

Sound Engineering Judgment. A decision(s) consistent with generally accepted engineering principles, practices, and experience.

Telecommunications. This term includes, but is not limited to, messages or information transmitted through use of local, toll, and wide area telephone service, channel services, telegraph services, teletypewriter service, computer exchange service, private line services, mobile radio services, cellular mobile telecommunications services, stationary two-way radio, paging service, and any other form of mobile or portable one-way or two-way communications, and any other transmission of messages or information by electronic or similar means, between or among points by wire, cable, fiber optics, laser, microwave, radio, satellite, or similar facilities. "Private line" means a dedicated non-traffic sensitive service for a single customer that entitles the customer to exclusive or priority use of a communications channel, or a group of such channels, from one or more specified locations to one or more other specified locations. "Telecommunications" shall not include value added services in which computer processing applications are used to act on the form, content, code, and protocol of the information for purposes other than transmission. "Telecommunications" shall not include purchase of telecommunications by a telecommunications service provider for use as a component part of the service provided by such provider to the ultimate retail consumer who

originates or terminates the end-to-end communications. "Telecommunications" shall not include the provision of cable services through a cable system as defined in the Cable Communications Act of 1984 (47 U.S.C. Sections 521 and following), as now or hereafter amended, or cable or other programmingservices subject to an open video system fee payable to the Village through an open videosystem as defined in the Rules of the Federal Communications Commission (47 C.F.R. §76.1500 and following), as now or hereafter amended.

Telecommunications Provider. Means any utility that installs, owns, operates, or controls facilities in the right-of-way used or designed to be used to transmit telecommunications in any form.

Telecommunications Retailer. Means and includes every person engaged in making sales of telecommunications at retail as defined herein.

Trench. A relatively narrow open excavation for the installation of an underground facility.

Utility. The individual or entity owning or operating any facility as defined in this ordinance.

Utility Easement. a right or rights granted or taken for the construction, maintenance, and operation of utility facilities, including, but not limited to, water, sewer, storm, electricity, natural gas, and telecommunications above or below the ground.

Vent. A pipe to allow the dissipation into the atmosphere of gases or vapors from an underground casing.

Video Service. That term as defined in section 21-201 (v) of the Illinois Cable and Video Competition Law of 2007, 220 ILCS 21-201(v).

Water Lines. Pipelines carrying raw or potable water.

Wet Boring. Boring using water under pressure at the cutting auger to soften the earth and to provide a sluice for the excavated material.

SECTION 3. PERMIT REQUIRED; APPLICATIONS AND FEES.

A) **Permit Required.** No person shall construct (as defined in this Section) any facility on, over, above, along, upon, under, across, or within any Village right-of-way which (l) changes the location of the facility, (2) adds a new facility, (3) disrupts the right- of-way (as defined in this ordinance), or (4) materially increases the amount of area or space occupied by the facility on, over, above, along, under across or within the right-of-way, without first filing an application with the Public Works Director and obtaining a permit from the Village therefor, except as otherwise provided in this ordinance. No permit shall be required for installation and maintenance of service connections to customers' premises where there will be no disruption of the right-of-way. The permit required under this ordinance shall be separate and distinct from any permits related to excavation.

B) **Permit Application**. All applications for permits pursuant to this ordinance shall be filed on a form provided by the Village and shall be filed in such number of duplicate copies as the Village may designate. The applicant may designate those portions of its application materials that it reasonably believes contain proprietary or confidential information as "proprietary" or "confidential" by clearly marking each page of such materials accordingly.

C) **Minimum General Application Requirements**. The application shall be made by the utility or its duly authorized representative and shall contain, at a minimum, the following:

1. The utility's name and address and telephone numbers;

2. The names, addresses, telephone numbers, e-mail addresses and emergency contact information of all professional consultants, if any, advising the applicant with respect to the application;

3. A general description of the proposed work and the purposes and intent of the facility and the uses to which the facility will be put. The scope and detail of such description shall be appropriate to the nature and character of the work to be performed, with special emphasis on those matters likely to be affected or impacted by the work proposed;

4. Evidence that the utility has placed on file with the Village: A written traffic control plan demonstrating the protective measures and devices that will be employed consistent with the Manual on Uniform Traffic Control Devices and Illinois Supplement, to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic;

5. Drawings, plans, and specifications showing the work proposed, including the certification/professional seal of an engineer licensed in the State of Illinois that such drawings, plans, and specifications be reasonably accurate, depict existing facilities, and comply with applicable codes, rules, and regulations;

6. Evidence of insurance as required in this ordinance;

7. Evidence of posting of the Surety as required in this ordinance;

8. Any request for a variance from one or more provisions of this ordinance; and

9. Such additional information as may be reasonably required by the Village.

1/6/26 DRAFT

D) **Supplemental Application Requirements for Specific Types of Utilities**. In addition to the requirements of Subsection (C) of this ordinance, the permit application shall include the following items, as applicable to the specific utility that is the subject of the permit application:

1. In the case of natural gas systems, state the proposed pipe size, design, construction class, and operating pressures;
2. In the case of petroleum products pipelines, state the type or types of petroleum products, pipe size, maximum working pressure, and the design standard to be followed.

E) **Applicant's Duty to Update Information**. Throughout the entire permit application review period and the construction period authorized by the permit, any amendments to information contained in a permit application shall be submitted by the utility in writing to the Village prior to construction.

F) **Application Fees**. Unless otherwise provided by franchise, license, or similar agreement, all applications for permits pursuant to this Section shall be accompanied by a fee in the amount of $500.00 plus Permit Review Fees. No application fee is required to be paid by any electricity utility that is paying the municipal electricity infrastructure maintenance fee pursuant to the Electricity Infrastructure Maintenance Fee Act.

SECTION 4. ACTION ON PERMIT APPLICATIONS.

A) **Village Review of Permit Applications**. Completed permit applications, containing all required documentation, shall be examined by the Public Works Director within thirty (30) working days after filing, unless the magnitude of the project requires additional time. If the application does not conform to the requirements of applicable ordinances, codes, laws, rules, and regulations, the Public Works Director shall reject such application in writing, stating the reasons therefor. If the Public Works Director is satisfied that the proposed work conforms to the requirements of this ordinance and any other applicable ordinances, codes, laws, rules, and regulations, the Public Works Director shall issue a permit therefor as soon as practicable. In all instances, it shall be the duty of the applicant to demonstrate, to the satisfaction of the Public Works Director, that the construction proposed under the application shall be in full compliance with the requirements of this ordinance.

B) **Additional Village Review of Applications of Telecommunications Retailers.** Pursuant to Paragraph 4 of the Telephone Company Act, 220 ILCS 65/4, a telecommunications retailer shall notify the Village that it intends to commence work governed by this ordinance for facilities for the provision of telecommunications services. Such notice shall consist of plans, specifications, and other documentation sufficient to demonstrate the purpose and intent of the facilities, and shall be provided by the telecommunications retailer to the Village not less than ten (10) working days prior to the commencement of work requiring no excavation and not less than thirty (30) working days prior to

the commencement of work requiring excavation. The Public Works Director shall specify the portion of the right-of-way upon which the facility may be placed, used, and constructed.

SECTION 5. EFFECT OF PERMIT.

A) **Extent of Authority Granted; No Property Right or Other Interest Created.** A permit from the Village authorizes a permittee to undertake only certain activities in accordance with this ordinance on Village rights-of-way, and does not create a property right or grant authority to the permittee to impinge upon the rights of others who may have an interest in the rights-of-way.

B) **Duration.** No permit issued under this ordinance shall be valid for a period longer thansix (6) months unless construction is actually begun within that period and is thereafter diligently pursued to completion. Should construction not begin within six (6) months of the permit issuance, an applicant will be required to file a new permit application.

C) **Pre-construction meeting required.** In the opinion of the Public Works Director, no construction shall begin pursuant to a permit issued under this ordinance prior to attendance by the permittee and all major contractors and subcontractors who will perform any work under the permit at a pre-construction meeting. The pre-construction meeting shall be held at a date, time, and place designated by the Village, with such Village representatives in attendance as the Village deems necessary. The meeting shall be for the purpose of reviewing the work under the permit and reviewing special considerations necessary in the areas where work will occur, including, without limitation, presence, or absence of other utility facilities in the areaand their locations, procedures to avoid disruption of other utilities, use of rights-of- way by the public during construction, and access and egress by adjacent property owners.

D) **Compliance with All Laws Required.** The issuance of a permit by the Village does not excuse the permittee from complying with other requirements of the Village and applicable statutes, laws, ordinances, rules, and regulations.

E) **Membership with J.U.L.I.E.** The applicant shall maintain an active membership with the JULIE On-Call System.

SECTION 6. REVISED PERMIT DRAWINGS AND RECORD DRAWINGS. Record Drawings shall be provided to the Village in electronic copies in a Civil 3D or CAD environment within 30 working days and shall utilize WinGIS datum.

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SECTION 7. INSURANCE.

A) **Required Coverages and Limits.** Unless otherwise provided by franchise, license, or similar agreement, each utility occupying right-of-way or constructing any facility in the right-of-way shall secure, maintain, and provide a copy of such Insurance Certificateto the Village. Said insurance shall provide the following liability insurance policies insuring the utility as named insured and naming the Village, and its elected and appointed officers, officials, agents, and employees as additional insureds on thepolicies below:

1. Commercial general liability insurance, including premises-operations, explosion, collapse, and underground hazard (commonly referred to as "X," "C," and "U" coverages) and products-completed operations coverage with limits not less than:
   a. Five million dollars ($5,000,000) for bodily injury or death to each person;
   b. ii) Five million dollars ($5,000,000) for property damage resulting from any one accident; and
   c. iii) Five million dollars ($5,000,000) for all other types of liability;

2. Automobile liability for owned, non-owned and hired vehicles with a combined single limit of one million dollars ($1,000,000) for personal injury and property damage for each accident;

3. Worker's compensation with statutory limits; and

4. Employer's liability insurance with limits of not less than one million dollars ($1,000,000) per employee and per accident.

If the utility is not providing such insurance to protect the contractors and subcontractors performing the work, then such contractors and subcontractors shall comply with this ordinance.

B) **Excess or Umbrella Policies.** The coverages required by this ordinance may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

C) **Copies Required.** The utility shall provide copies of any of the policies required by this ordinances to the Village within ten (10) working days following receiptof a written request therefor from the Village.

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D) **Maintenance and Renewal of Required Coverages**. The insurance policies required by this ordinance shall contain the following endorsement: "It is hereby understood and agreed that this policy may not be canceled nor the intention not to renew be stated until thirty (30) days after receipt by the Village, by registered mail or certified mail, return receipt requested, of a written notice addressed to the Village President of such intent to cancel or not to renew."

Within ten (10) days after receipt by the Village of said notice, and in no event later than ten (10) days prior to said cancellation, the utility shall obtain and furnish to the Village evidence of replacement insurance policies meeting the requirements of this ordinance.

E) **Self-Insurance**. A utility may self-insure all or a portion of the insurance coverage and limit requirements required by subsection (A) hereinabove. A utility that self-insures is not required, to the extent of such self-insurance, to comply with the requirement for the naming of additional insureds under Subsection (A), or the requirements of Subsections (B), (C) and (D) of this ordinance subsection. A utility that elects to self-insure shall provide to the Village evidence sufficient to demonstrate its financial ability to self-insure the insurance coverage and limit requirements required under Subsection (A) of this subsection, such as evidence that the utility is a "private self-insurer" under the Workers Compensation Act.

F) **Effect of Insurance and Self-Insurance on Utility's Liability**. The legal liability of the utility to the Village and any person for any of the matters that are the subject of the insurance policies or self-insurance required by this ordinance shall not be limited by such insurance policies or self-insurance or by the recovery of any amounts thereunder.

G) **Insurance Companies**. All insurance provided pursuant to this section shall be affected under valid and enforceable policies, issued by insurers legally able to conduct business with the licensee in the State of Illinois. All insurance carriers and surplus line carriers shall be rated "A-" or better and of a class size "X" or higher by A.M. Best Company.

SECTION 8. INDEMNIFICATION. By occupying or constructing facilities in the right-of-way, a utility shall be deemed to agree to defend, indemnify, and hold the Village and its elected and appointed officials and officers, employees, agents, and representatives harmless from and against any and all injuries, claims, demands, judgments, damages, losses and expenses, including reasonable attorney's fees and costs of suit or defense, arising out of, resulting from, or alleged to arise out of or result from, the negligent, careless, or wrongful acts, omissions, failures to act, or misconduct of the utility or its affiliates, officers, employees, agents, contractors, or subcontractors in the constructionof facilities, or occupancy of the rights-of-way, and in providing or offering service over the facilities, whether such acts or omissions are authorized, allowed, or prohibited by this ordinance, or by a franchise, license, or similar agreement; provided, however, that the utility's indemnity obligations hereunder shall not apply to any injuries, claims, demands, judgments, damages, losses, or expenses arising out of, or resulting from, the negligence,

misconduct, or breach of this ordinance by the Village, its officials, officers, employees, agents, or representatives.

SECTION 9. SURETY.

A) **Purpose**. The permittee shall establish a Surety in a form and in an amount as set forth in this ordinance. The Surety shall be continuously maintained in accordance with this ordinance at the permittee's sole cost and expense until the completion of the work authorized under the permit. The Surety shall serve as security for:

B) **Form**. The permittee shall provide the Surety to the Village in the form, at the permittee's election, of a surety bond in a form acceptable to the Village, or an unconditional letter of credit in a form acceptable to the Village. Any surety bond or letter of credit provided pursuant to this Subsection shall, at a minimum:

C) **Amount.** The dollar amount of the Surety shall be based upon an opinion of probable construction cost and shall be valued at One Hundred Fifty percent (150%) of the approved opinion of construction cost to restore the right-of-way and/or utility easement to at least as good a condition as that existing prior to the construction under the permit, as determined by the Public Works Director, and may also include reasonable, directly related costs that the Village estimates are likely to be incurred if the permittee fails to perform such restoration. Where the construction of facilities proposed under the permit will be performed in phases in multiple locations in the Village, with each phase consisting of construction of facilities in one location or a related group of locations, and where construction in another phase will not be undertaken prior to substantial completion of restoration in the previous phase or phases, the Public Works Director may, in the exercise of sound discretion, allow the permittee to post a single amount of Surety which shall be applicable to each phase of the construction under the permit. The amount of the Surety for phased construction shall be One Hundred Fifty percent (150%) of the greatest amount that would have been required under the provisions of this subsection for any single phase.

D) **Withdrawals.** The Village, upon fourteen (14) working days' advance written notice clearly stating the reason for, and its intention to exercise withdrawal rights under this Subsection, may withdraw an amount from the Surety, provided that the permittee has not reimbursed the Village for such amount within the fourteen (14) day notice period. Withdrawals may be made if the permittee:

1. Fails to make any payment required to be made by the permittee hereunder;

2. Fails to pay any liens relating to the facilities that are due and unpaid;

3. Fails to reimburse the Village for any damages, claims, costs, or expenses which the Village has been compelled to pay or incur by reason of any action or non-performance by the permittee; or

4. Fails to comply with any provision of this ordinance that the Village determines can be remedied by an expenditure of an amount in the Surety;

5. As a condition of the release of a surety, the applicant shall provide proof of membership in the J.U.L.I.E. On-Call System.

E) **Replenishment.** Within fourteen (14) working days after receipt of written notice from the Village that any amount has been withdrawn from the Surety, the permittee shall restore the Surety to the amount specified in subsection (C) of this section.

F) **Closing and Return of Surety**. Upon completion of the work authorized under the permit and approval of official record drawings, the permittee shall be entitled to the return of the Surety, or such portion thereof as remains on deposit, within a reasonable time after account is taken for all offsets necessary to compensate the Village for failure by the permittee to comply with any provisions of this ordinance or other applicable law. In the event of any revocation of the permit, the Surety, and any and all accrued interest therein, shall become the property of the Village to the extent necessary to cover any reasonable costs, loss, or damage incurred by the Village as a result of said revocation, provided that any amounts in excess of said costs, loss, or damage shall be refunded to the permittee.

G) **Rights Not Limited**. The rights reserved to the Village with respect to the Surety are in addition to all other rights of the Village, whether reserved by this ordinance or otherwise authorized by law, and no action, proceeding, or exercise of right with respect to said Surety shall affect any other right the Village may have. Notwithstanding the foregoing, the Village shall not be entitled to a double monetary recovery with respect to any of its rights which may be infringed or otherwise violated.

SECTION 10. PERMIT SUSPENSION AND REVOCATION.

A) **Stop Work Order**. In addition to the issuance of a notice of revocation or suspension, the Village may issue a stop work order immediately upon discovery of any of the reasons for revocation set forth within Subsection (B) hereinbelow.

B) **Village Right to Revoke Permit**. The Village may revoke or suspend a permit issued pursuant to this ordinance for one or more of the following reasons:

1. Fraudulent, false, misrepresenting, or materially incomplete statements in the permit application;

2. Non-compliance with this ordinance;

3. Permittee's physical presence, or presence of permittee's facilities on, over, above, along, upon, under, across, or within the rights-of-way presents a director imminent threat to the public health, safety, or welfare; or

4. Permittee's failure to construct the facilities substantially in accordance with the permit and approved plans.

C) **Notice of Revocation or Suspension**. The Village shall send written notice of its intent to revoke or suspend a permit issued pursuant to this Section stating the reason or reasons for the revocation or suspension.

D) **Permittee Alternatives Upon Receipt of Notice of Revocation or Suspension**. Upon receipt of a written notice of revocation or suspension from the Village, the permittee shall have the following options:

1. Immediately provide the Village with evidence that no cause exists for the revocation or suspension;

2. Immediately correct, to the satisfaction of the Village, the deficiencies stated in the written notice, providing written proof of such correction to the Village within five (5) working days after receipt of the written notice of revocation; or

3. Immediately remove the facilities located on, over, above, along, upon, under, across, or within the rights-of-way and restore the rights-of-way to the satisfaction of the Village, providing written proof of such removal to the Village within ten (10) working days after receipt of the written notice of revocation.

The Village may, in its discretion, for good cause shown, extend the time periods provided in this Subsection.

E) **Failure or Refusal of the Permittee to Comply**. If the permittee fails to comply with the provisions of this subsection, the Village or its designee may, at the option of the Village: (1) correct the deficiencies; (2) upon not less than twenty (20) working days' notice to the permittee, remove the subject facilities or equipment; or (3) after not less than thirty (30) working days' notice to the permittee of failure to cure the non-compliance, deem them abandoned and property of the Village. The permittee shall be liable in all events to the Village for all costs of removal.

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SECTION 11. CHANGE OF OWNERSHIP OR OWNER'S IDENTITY OR LEGAL STATUS.

A) **Notification of Change**. A utility shall notify the Village no less than thirty (30) working days prior to the transfer of ownership of any facility in the right-of-way or change in identity of the utility. The new owner of the utility or the facility shall have all the obligations and privileges enjoyed by the former owner under the permit, if any, and applicable laws, ordinances, rules, and regulations, including this ordinance, with respect to the work and facilities in the right-of-way.

B) **Amended Permit.** A new owner shall request that any current permit be amended to show current ownership. If the new owner fails to have a new or amended permit issued in its name, the new owner shall be presumed to have accepted, and agreed to be bound by, the terms and conditions of the permit if the new owner uses the facility or allows it to remain on the Village's right-of-way.

C) **Insurance and Bonding**. All required insurance coverage or bonding must be changed to reflect the name of the new owner upon transfer.

SECTION 12. GENERAL CONSTRUCTION STANDARDS.

A) Standards and Principles. All construction in the right-of-way shall be consistent with applicable ordinances, codes, laws, rules, and regulations, and commonly recognized and accepted traffic control and construction principles, sound engineering judgment and, where applicable, the principles and standards set forth in the following IDOT publications, as amended from time to time:

1. Standard Specifications for Road and Bridge Construction;
2. Supplemental Specifications and Recurring Special Provisions;
3. Bureau of Local Roads Design Manual;
4. Bureau of Design and Environment Manual;
5. Highway Standards Manual;
6. Standard Specifications for Traffic Control Items;
7. Manual on Uniform Traffic Control Devices & Illinois Supplement (92 Ill.Adm. Code § 545);
8. Flagger's Handbook; and
9. Work Site Protection Manual for Daylight Maintenance Operations.

B) **Interpretation of Municipal Standards and Principles**. If a discrepancy exists between or among differing principles and standards required by this subsection, the Public Works Director shall determine, in the exercise of sound judgment, which

principles apply, and such decision shall be final. If requested, the Public Works Director shall state which standard or principle will apply to the construction, maintenance, or operation of a facility in the future.

SECTION 13. TRAFFIC CONTROL.

A) **Minimum Requirements**. The Village's minimum requirements for traffic protection are contained in the Manual on Uniform Traffic Control Devices, the Illinois Supplement, and this ordinance.

B) **Warning Signs, Protective Devices, and Flaggers**. The utility is responsible for providing and installing warning signs, protective devices, and flaggers, when necessary, meeting applicable federal, state, and local requirements for protection of the public and the utility's workers when performing any work on the rights-of-way.

C) **Interference with Traffic**. All work shall be phased so that there is minimum interference with pedestrian and vehicular traffic.

D) **Notice When Access is Blocked**. At least forty-eight (48) hours prior to beginning work that will partially or completely block access to any residence, business, or institution, the utility shall notify the resident, business, or institution of the approximate beginning time and duration of such work; provided, however, that in cases involving emergency repairs referenced in this ordinance, the utility shall provide such notice as is reasonably practicable under the circumstances.

E) **Compliance.** The utility shall take immediate action to correct any deficiencies in traffic protection requirements that are brought to the utility's attention by the Village.

SECTION 14. LOCATION OF FACILITIES.

A) **General Requirements**. In addition to location requirements applicable to specific types of utility facilities, all utility facilities, regardless of type, shall be subject to the general location requirements of this subsection.

1. **Existing Utility Easements**. All utilities shall be placed in existing utility easements to the maximum extent practicable.

2. **No Interference with Village Facilities**. No utility facilities shall be placed in any location if the Public Works Director determines that the proposed location will require the relocation or displacement of any of the Village's utility facilities, or will otherwise interfere with the operation or maintenance of any of the Village's utility facilities.

3. **Placement in Right-of-Way**. Utilities within the right-of-way shall be placed on the opposite side of the roadway of the water main to the maximum extent possible.

4. **Minimum Interference and Impact.** The proposed location shall cause only the minimum possible interference with the use of the right-of-way

and shall cause only the minimum possible impact upon, and interference with, the rights and reasonable convenience of property owners who adjoin said right- of-way.

5. **No Interference with Travel.** No utility facility shall be placed in any location that interferes with the usual travel on such right-of-way.

6. **No Limitations on Visibility.** No utility facility shall be placed in any location so as to limit visibility of or by users of the right-of-way.

7. **Size of Utility Facilities.** The proposed installation shall use the smallest suitable vaults, boxes, equipment enclosures, power pedestals, and/or cabinets then in use by the facility owner, regardless of location, for the particular application.

B) **Parallel Facilities Located Within Highways.**

1. **Overhead Parallel Facilities.** An overhead parallel facility may be located within the right-of-way lines of a highway only if:
   a. Lines are located as near as practicable to the right-of-way line and as nearly parallel to the right-of-way line as reasonable pole alignment will permit;
   b. Where pavement is curbed, poles are as remote as practicable from the curb with a minimum distance of two feet (0.6 m) behind the face of the curb, where available;
   c. Where pavement is uncurbed, poles are as remote from pavement edge as practicable with minimum distance of four feet (1.2 m) outside the outer shoulder line of the roadway and are not within the clear zone;
   d. No pole is located in the ditch line of a highway; and
   e. Any ground-mounted appurtenance is located within one foot (0.3 m) of the right-of-way line or as near as possible to the right-of-way line.

2. **Underground Parallel Facilities.** An underground parallel facility may be located within the right-of-way lines of a highway only if:
   a. The facility is located as near the right-of-way line as practicable and not more than eight (8) feet (2.4 m) from and parallel to the right-of-way line without the prior approval and consent of the Village;
   b. A new facility may be located under the paved portion of a highway only if other locations are impracticable or inconsistent with sound engineering judgment (e.g., a new cable may be installed in existing conduit without disrupting the pavement); and

c. In the case of an underground power or communications line, the facility shall be located as near the right-of-way line as practicable and not more than five (5) feet (1.5 m) from the right-of-way line, and any above-grounded appurtenance shall be located within one foot (0.3 m)of the right-of-way line, or as near as practicable.

C) **Facilities Crossing Highways.**

1. **No Future Disruption**. The construction and design of crossing facilities installed between the ditch lines or curb lines of Village highways may require the incorporation of materials and protections (such as encasement or additional cover) to avoid settlement or future repairs to the roadbed resulting from the installation of such crossing facilities.

2. **Culverts and Drainage Facilities**. Crossing facilities shall not be located in culverts or drainage facilities, unless specifically authorized by the PublicWorks Director.

3. **90-Degree Crossing Required**. Crossing facilities shall cross at or as near to a ninety (90) degree angle to the centerline as practicable.

4. **Overhead Power or Communication Facility**. An overhead power or communication facility may cross a highway only if:
   a. It has a minimum vertical line clearance as required by ICC's rules entitled, "Construction of Electric Power and Communication Lines" (83 Ill. Adm. Code 305);
   b. Poles are located within one foot (0.3 m) of the right-of-way line of the highway and outside of the clear zone; and
   c. Overhead crossings at major intersections are avoided.

5. **Underground Power or Communication Facility**. An underground power or communication facility may cross a highway only if:
   a. The design materials and construction methods will provide maximum maintenance-free service life; and
   b. Capacity for the utility's foreseeable future expansion needs is provided in the initial installation.

6. **Markers.** The Village may require the utility to provide a marker at each right-of-way line where an underground facility other than a power or communication facility crosses a highway. Each marker shall identify the type of facility, the utility, and an emergency phone number. Markers may also be eliminated as provided in current Federal regulations. (49 C.F.R. §192.707 (1989)).

D) **Facilities to be Located Within Particular Rights-of-Way**. The Village may require that facilities be located within particular rights-of-way that are not highways, rather than within particular highways.

E) **Freestanding Facilities**.

1. The Village may restrict the location and size of any freestanding facility located within a right-of-way.

2. The Village may require any freestanding facility located within a right-of-way to be screened from view.

F) **Facilities Installed Above Ground**. Above ground facilities may be installed only if:

1. No other existing facilities in the area are located underground;

2. New underground installation is not technically feasible; and

3. The proposed installation will be made at a location, and will employ suitable design and materials, to provide the greatest protection of aesthetic qualities of the area being traversed without adversely affecting safety. Suitable designs include, but are not limited to, self-supporting armless, single-pole construction with vertical configuration of conductors and cable. Existing utility poles and light standards shall be used wherever practicable. The installation of additional utility poles is strongly discouraged.

G) **Facility Attachments to Bridges or Roadway Structures**.

1. Facilities may be installed as attachments to bridges or roadway structures only where the utility has demonstrated that all other means of accommodating the facility are not practicable. Other means shall include, but are not limited to, underground, underwater, independent poles, cable supports, and tower supports, all of which are completely separated from the bridge or roadway structure. Facilities transmitting commodities that are volatile, flammable, corrosive, or energized, especially those under significant pressure or potential, present high degrees of risk and such installations are not permitted.

2. A utility shall include in its request to accommodate a facility installation on a bridge or roadway structure supporting data demonstrating the impracticability of alternate routing. Approval or disapproval of an application for facility attachment to a bridge or roadway structure will be based upon the following considerations:

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a. The type, volume, pressure, or voltage of the commodity to be transmitted, and an evaluation of the resulting risk to persons and property in the event of damage to, or failure of, the facility;
b. The type, length, value, and relative importance of the highway structure in the transponation system;
c. The alternative routings available to the utility and their comparative practicability;
d. The proposed method of attachment;
e. The ability of the structure to bear the increased load of the proposed facility;
f. The degree of interference with bridge maintenance and painting;
g. The effect on the visual quality of the structure; and
h. The public benefit expected from the utility service as compared to the risk involved.

H) **Appearance Standards.**

1. The Village may prohibit the installation of facilities in particular locations in order to preserve visual quality.

2. A facility may be constructed only if its construction does not require extensive removal or alteration of trees or terrain features visible to the right-of-way user or to adjacent residents and property owners, and if it does not impair the aesthetic quality of the lands being traversed.

3. The Village shall have the right to require above ground equipment to match the style and material of existing equipment nearby.

SECTION 15. CONSTRUCTION METHODS AND MATERIALS.

A) **Standards and Requirements for Particular Types of Construction Methods.**

1. **Boring or Jacking**

a. **Pits and Shoring**. Boring or jacking under rights-of-way shall be accomplished from pits located at a minimum distance specified by the Public Works Director from the edge of the pavement. Pits for boring or jacking shall be excavated no more than 48 hours in advance of boring or jacking operations and backfilled within 48 hours after boring or jacking operations are completed. While pits are open, they shall be clearly marked and protected by barricades. Shoring shall be designed, erected, supported, braced, and maintained so that it will safely support all vertical and lateral loads that may be imposed upon it during the boring or jacking operation.

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b. **Wet Boring or Jetting**. Wet boring or jetting shall not be permitted under the roadway.

c. **Borings with Diameters Greater than 6 Inches**. Borings over six inches (0.15 m) in diameter shall be accomplished with an auger and following pipe, and the diameter of the auger shall not exceed the outside diameter of the following pipe by more than one inch (25 mm).

d. **Borings with Diameters 6 Inches or Less**. Borings of six inches or less in diameter may be accomplished by either jacking, guided with auger, or auger and following pipe method.

e. **Tree Preservation**. Any facility located within the drip line of any tree designated by the Village to be preserved or protected shall be bored under or around the root system.

2. **Trenching**. Trenching for facility installation, repair, or maintenance on rights-of-way shall be done in accordance with the applicable portions of Section 603 of IDOT's "Standard Specifications for Road and Bridge Construction."

   a. **Length.** The length of open trench shall be kept to the practicable minimum consistent with requirements for pipe-line testing. Only one-half of any intersection may have an open trench at any time unless special permission is obtained from the Public Works Director.

   b. **Open Trench and Excavated Material**. Open trench and windrowed excavated material shall be protected as required by Chapter 6 of the Illinois Manual on Uniform Traffic Control Devices. Where practicable, the excavated material shall be deposited between the roadway and the trench as added protection. Excavated material shall not be allowed to remain on the paved portion of the roadway. Where right-of-way width does not allow for windrowing excavated material off the paved portion of the roadway, excavated material shall be hauled to an off-road location.

   c. **Drip Line of Trees**. The utility shall not trench within the drip line of any tree designated by the Village to be preserved.

3. **Backfilling**.

   a. Any pit, trench, or excavation created during the installation of facilities shall be backfilled for its full width, depth, and length using methods and materials in accordance with IDOT's "Standard Specifications for Road and Bridge Construction." When excavated material is hauled away or is unsuitable for backfill, suitable granular backfill shall be used. The Public

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Works Director may require the use of Controlled Low Strength Materials (CLSM) to backfill excavations made within pavement and/or sidewalk limits.

b. For a period of three (3) years from the date construction of a facility is completed, the utility shall be responsible to remove and restore any backfilled area that has settled due to construction of the facility. If so ordered by the Public Works Director, the utility, at its expense, shall remove any pavement and backfill material to the top of the installed facility, place and properly compact new backfill material, and restore new pavement, sidewalk, curbs, and driveways to the proper grades, as determined by the Public Works Director.

4. **Pavement Cuts**. Pavement cuts for facility installation or repair shall be permitted on a highway only if that portion of the highway is closed to traffic. If a variance to the limitation set forth in this Subsection is permitted under Section 20 hereinbelow, the following requirements shall apply:
   a. Any excavation under pavements shall be backfilled and compacted as soon as practicable with CLSM (controlled low-strength material) as designated by the Public WorksDirector.
   b. Restoration of pavement, in kind, shall be accomplished as soon as practicable, and temporary repair with bituminous mixture shall be provided immediately. Any subsequent failure of either the temporary repair or the restoration shall be rebuilt upon notification by the Village.
   c. All saw cuts shall be full depth.
   d. For all rights-of-way which have been reconstructed with a concrete surface/base in the last seven (7) years, or resurfaced in the last three (3) years, permits shall not be issued unless such work is determined to be an emergency repair or other work considered necessary and unforeseen before the time of the reconstruction, or unless a pavement cut is necessary for a J.U.L.I.E. locate.

5. **Encasement.**
   a. Casing pipe shall be designed to withstand the load of the highway and any other superimposed loads. The casing shall be continuous either by one-piece fabrication or by welding or jointed installation approved by the Village.
   b. The venting, if any, of any encasement shall extend within one foot (0.3 m) of the right-of-way line. No above-ground vent pipes shall be located in the area established as clear zone for that particular sectionof the highway.

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c. In the case of water main or service crossing, encasement shall be furnished between bore pits unless continuous pipe or Village approved jointed pipe is used under the roadway. Casing may be omitted only if pipe is installed prior to highway construction and carrier pipe is continuous or mechanical joints are of a type approved by the Village. Bell and spigot type pipe shall be encased regardless of installation method.

d. In the case of gas pipelines of 60 psig or less, encasement may be eliminated.

e. In the case of gas pipelines or petroleum products pipelines with installations of more than 60 psig, encasement may be eliminated only if: (1) extra heavy pipe is used that precludes future maintenance or repair and (2) cathodic protection of the pipe is provided;

f. If encasement is eliminated for a gas or petroleum products pipeline, the facility shall be located so as to provide that construction does not disrupt the right-of-way.

6. **Minimum Cover of Underground Facilities.** Cover shall be provided and maintained at least in the amount specified in the following table for minimum cover for the type of facility:

TYPE OF FACILITY	MINIMUM COVER
Electric Lines	30 Inches (0.8 m)
Communication, Cable or Video Service Lines	30 Inches (0.8 m, as determined by Village)
Gas or Petroleum Products	30 Inches (0.8 m)

B) **Standards and Requirements for Particular Types of Facilities.**

1. **Electric Power or Communication Lines.**

a. **Code Compliance.** Electric power or communications facilities within Village rights-of-way shall be constructed, operated, and maintained in conformity with the provisions of 83 Ill. Adm. Code Part 305 (formerly General Order 160 of the Illinois Commerce Commission) entitled "Rules for Construction of Electric Power and Communications Lines," and the National Electrical Safety Code.

b. **Overhead Facilities.** Overhead power or communication facilities shall use single pole construction and, where practicable, joint use of poles shall be used. Utilities shall make every reasonable effort to design the installation so guys and braces will not be needed.

Variances may be allowed if there is no feasible alternative and if guy wires are equipped with guy guards for maximum visibility.

c. **Underground Facilities**. (1) Cable may be installed by trenching or plowing, provided that special consideration is given to boring in order to minimize damage when crossing improved entrances and side roads. (2) If a crossing is installed by boring or jacking, encasement shall be provided between jacking or bore pits. Encasement may be eliminated only if: (a) the crossing is installed by the use of "moles," "whip augers," or other approved method which compress the earth to make the opening for cable installation or (b) the installation is by the open trench method which is only permitted prior to roadway construction. (3) Cable shall be grounded in accordance with the National Electrical Safety Code.

d. **Burial of Drops**. All temporary service drops placed between November 1 of the prior year and March 15 of the current year, also known as snowdrops, shall be buried by May 31 of the current year, weather permitting, unless otherwise permitted by the Village. Weather permitting, utilities shall bury all temporary drops, excluding snowdrops, within ten (10) working days after placement.

2. **Underground Facilities Other than Electric Power or Communication Lines**. Underground facilities other than electric power or communication lines maybe installed by:
   a. the use of "moles," "whip augers," or other approved methods which compress the earth to move the opening for the pipe;
   b. jacking or boring with vented encasement provided between the ditch lines or toes of slopes of the highway;
   c. open trench with vented encasement between ultimate ditch lines or toes of slopes, but only if prior to roadway construction; or
   d. tunneling with vented encasement, but only if installation is not possible by other means.

3. **Gas Transmission, Distribution and Service**. Gas pipelines within rights-of- way shall be constructed, maintained, and operated in a Village approved manner and in conformance with the Federal Code of the Office of Pipeline Safety Operations, Department of Transportation, Part 192 - Transportation of Natural and Other Gas by Pipeline: Minimum Federal Safety Standards (49 CFR §192), IDOT's "Standard Specifications for Road and Bridge Construction," and all other applicable IDOT standards and requirements.

4. **Petroleum Products Pipelines**. Petroleum products pipelines within rights-of-way shall conform to the applicable sections of American National Standards Institute (ANSI) Standard Code for Pressure Piping. (Liquid Petroleum Transportation Piping Systems ANSI-B 31.4).

1st Draft

5. **Ground Mounted Appurtenances**. Ground mounted appurtenances to overhead or underground facilities, when permitted within a right-of-way, shall be provided with a vegetation-free area extending one foot (305 mm) in width beyond the appurtenance in all directions. The vegetation-free area may be provided by an extension of the mounting pad, or by heavy duty plastic or similar material approved by the Public Works Director. With the approval of the Public Works Director, shrubbery surrounding the appurtenance may be used in place of vegetation-free area. The housing for ground-mounted appurtenances shall be painted a neutral color to blend with the surroundings.

C) **Materials.**

1. **General Standards**. The materials used in constructing facilities within rights-of-way shall be those meeting the accepted standards of the appropriate industry, the applicable portions of IDOT's "Standards Specifications for Road and Bridge Construction," the requirements of the Illinois Commerce Commission, or the standards established by other official regulatory agencies for the appropriate industry.

2. **Material Storage on Right-of-Way**. No material shall be stored on the right-of-way without the prior written approval of the Public Works Director. When such storage is permitted, all pipe, conduit, wire, poles, cross arms, or other materials shall be distributed along the right-of-way prior to and during installation in a manner to minimize hazards to the public, or an obstacle to right-of-way maintenance, or damage to the right-of-way and other property. If material is to be stored on right-of-way, prior written approval must be obtained from the Village.

3. **Hazardous Materials**. The plans submitted by the utility to the Village shall identify any hazardous materials that may be involved in the construction of the new facilities or removal of any existing facilities.

D) **Operational Restrictions.**

1. Construction operations on rights-of-way may, at the discretion of the Village, be required to be discontinued when such operations would create hazards to traffic or the public health, safety, and welfare. Such operations may also be required to be discontinued or restricted when conditions are such that construction would result in extensive damage to the right-of-way or other property.

2. These restrictions may be waived by the Public Works Director when emergency work is required to restore vital utility services.

3. Unless otherwise permitted by the Village, the hours of construction are those set forth in the Village's noise ordinance.

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E) **Location of Existing Facilities.** Any utility proposing to construct facilities in the Village shall contact J.U.L.I.E. and ascertain the presence and location of existing above ground and underground facilities within the rights-of-way to be occupied by its proposed facilities. The Village will make its permit records available to a utility for the purpose of identifying possible facilities. When notified of an excavation or when requested by the Village or by J.U.L.I.E., a utility shall locate and physically mark its underground facilities within 48 hours, excluding weekends and holidays, in accordance with the Illinois Underground Facilities Damage Prevention Act (220 ILCS 50/1 et seq.)

SECTION 16. VEGETATION CONTROL.

A) **Electric Utilities - Compliance with State Laws and Regulations.** An electric utility shall conduct all tree-trimming and vegetation control activities in the right-of-way in accordance with applicable Illinois laws and regulations, and additionally, with such local franchise or other agreement with the Village as permitted by law.

1. **Damage to Trees.** Poor pruning practices resulting in damaged or misshapen trees will not be tolerated and shall be grounds for cancellation of the tree trimming permit and for assessment of damages. The Village will require compensation for trees extensively damaged and for trees removed without authorization. The formula developed by the International Society of Arboriculture will be used as a basis for determining the compensation for damaged trees or unauthorized removal of trees. The Village may require the removal and replacement of trees if trimming or radical pruning would leave them in an unacceptable condition.

B) **Specimen Trees or Trees of Special Significance.** The Village may require that special measures be taken to preserve specimen trees or trees of special significance. The required measures may consist of higher poles, side arm extensions, covered wire, or other means.

C) **Chemical Use.**

1. Except as provided in the following Section, no utility shall spray, inject, or pour any chemicals on or near any trees, shrubs, or vegetation in the Village for any purpose, including the control of growth, insects, or disease.

2. Spraying of any type of brush-killing chemicals will not be permitted on rights-of-way unless the utility demonstrates to the satisfaction of the Public Works Director that such spraying is the only practicable method of vegetation control.

SECTION 17. REMOVAL, RELOCATION, OR MODIFICATIONS OF UTILITY FACILITIES.

A) **Notice.** Within ninety (90) calendar days following written notice from the Village, a utility shall, at its own expense, protect, support, temporarily or

permanently disconnect, remove, relocate, change, or alter the position of any utility facilities within the rights-of-way whenever the corporate authorities have determined that such removal, relocation, change, or alteration, is reasonably necessary for the construction, repair, maintenance, or installation of any Village improvement in or upon, or the operations of the Village in or upon, the rights-of-way.

B) **Removal of Unauthorized Facilities**. Within thirty (30) calendar days following written notice from the Village, any utility that owns, controls, or maintains any unauthorized facility or related appurtenances within the rights-of-way shall, at its own expense, remove all or any part of such facilities or appurtenances from the rights-of-way. A facility is unauthorized and subject to removal in the following circumstances:

1. Upon expiration or termination of the permittee's license or franchise, unless otherwise permitted by applicable law;

2. If the facility was constructed or installed without the prior grant of a license or franchise, if required;

3. If the facility was constructed or installed without prior issuance of a required permit in violation of this ordinance; or

4. If the facility was constructed or installed at a location not permitted by the permittee's license or franchise.

C) **Emergency Removal or Relocation of Facilities**. The Village retains the right and privilege to cut or move any facilities located within the rights-of-way of the Village, as the Village may determine to be necessary, appropriate, or useful in response to any public health or safety emergency. If circumstances permit, the municipality shall attempt to notify the utility, if known, prior to cutting or removing a facility and shall notify the utility, if known, after cutting or removing a facility.

D) **Abandonment of Facilities**. The utility shall notify the Village ninety (90) calendar days prior to abandonment of a facility within the rights-of-way. Following receipt of such notice the Village may direct the utility to remove all or any portion of the facility if the Public Works Director determines that such removal will be in the best interest of the public health, safety, and welfare. If the Village does not direct the utility that abandoned the facility to remove it, by giving notice of abandonment to the Village, the abandoning utility shall be deemed to consent to the alteration or removal of all or any portion of the facility by another utility or person.

SECTION 18. CLEAN-UP AND RESTORATION. The utility shall remove all excess material and restore all turf and terrain and other property within ten (10) calendar days after any portion of the rights-of-way are disturbed, damaged, or destroyed due to construction or maintenance by the utility, all to the satisfaction of the Village. This includes restoration of

entrances and side roads. Restoration of roadway surfaces shall be made using materials and methods approved by the Public Works Director. Such cleanup and repair may be required to consist of backfilling, regrading, reseeding, resodding, or any other requirement to restore the right-of-way to a condition substantially equivalent to that which existed prior to the commencement of the project. The time period provided in this Section may be extended by the Public Works Director for good cause shown.

SECTION 19. MAINTENANCE AND EMERGENCY MAINTENANCE.

A) **General**. Facilities on, over, above, along, upon, under, across, or within rights-of-way are to be maintained by or for the utility in a manner satisfactory to the Village and at the utility's expense.

B) **Emergency Maintenance Procedures**. Emergencies may justify non-compliance with normal procedures for securing a permit:

1. If an emergency creates a hazard on the traveled portion of the right-of-way, the utility shall take immediate steps to provide all necessary protection for traffic on the highway or the public on the right-of-way including the use of signs, lights, barricades, or flaggers. If a hazard does not exist on the traveled way, but the nature of the emergency is such as to require the parking on the shoulder of equipment required in repair operations, adequate signs and lights shall be provided. Parking on the shoulder in such an emergency will only be permitted when no other means of access to the facility is available.

2. In an emergency, the utility shall, as soon as possible, notify the Public Works Director or his or her duly authorized agent of the emergency, informing him or her as to what steps have been taken for protection of the traveling public and what will be required to make the necessary repairs. If the nature of the emergency is such as to interfere with the free movement of traffic, the Village police shall be notified immediately.

3. In an emergency, the utility shall use all means at hand to complete repairs as rapidly as practicable and with the least inconvenience to the traveling public.

C) **Emergency Repairs**. The utility must file in writing with the Village a description of the repairs undertaken in the right-of-way within 48 hours after an emergency repair.

SECTION 20. VARIANCES.

A) **Request for Variance**. A utility requesting a variance from one or more of the provisions of this ordinance must do so in writing to the Public Works Director as a part of the permit application. The request shall identify each provision of this ordinance from which a variance is requested and the reasons why a variance should be granted.

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B) **Authority to Grant Variances**. The Public Works Director, with the advice of the Village Engineer, shall decide whether a variance is authorized for each provision of this ordinance identified in the variance request on an individual basis.

C) **Conditions for Granting of Variance**. The Public Works Director may authorize a variance only if the utility requesting the variance has demonstrated that:

1. One or more conditions not under the control of the utility (such as terrain features or an irregular right-of-way line) create a special hardship that would make enforcement of the provision unreasonable, given the public purposes to be achieved by the provision; and

2. All other designs, methods, materials, locations, or facilities that would conform with the provision from which a variance is requested are impracticable in relation to the requested approach.

D) **Additional Conditions for Granting of a Variance.** As a condition for authorizing a variance, the Public Works Director may require the utility requesting the variance to meet reasonable standards and conditions that may or may not be expressly contained within this Section, but which carry out the purposes of this Section.

E) **Right to Appeal**. Any utility aggrieved by any order, requirement, decision, or determination, including denial of a variance, made by the Public Works Director under the provisions of this Section shall have the right to appeal to the Village Board, or such other board or commission as it may designate. The application for appeal shall be submitted in writing to the Village Clerk within 30 calendar days after the date of such order, requirement, decision, or determination. The Village Board shall commence its consideration of the appeal at the Board's next regularly scheduled meeting occurring at least seven (7) working days after the filing of the appeal. The Village Board shall timely decide the appeal.

SECTION 21. PENALTIES. Any person who violates, disobeys, omits, neglects, or refuses to comply with any of the provisions of this ordinance shall be subject to fine not less than $100.00 nor more than $750.00 for the first offense, and, upon the second conviction of any such violation shall be subject to a fine not less than $200.00 nor more than $750.00. The penalty shall be in addition to the Village's cost of prosecution, enforcement, and adjudication, and shall include the cost of attorney fees. A separate offense shall be deemed committed on each day during or on which such violation occurs or continues to occur. There may be times when the Village will incur delay or other costs, including third party claims, because the utility will not or cannot perform its duties under its permit and this ordinance. Unless the utility shows that another allocation of the cost of undertaking the requested action is appropriate, the utility shall bear the Village's costs of damages and its costs of installing, maintaining, modifying, relocating, or removing the facility that is the subject of the permit. No other administrative agency or commission may review or overrule a permit related cost

FINAL DRAFT

apportionment of the Village. Sanctions may be imposed upon a utility that does not pay the costs apportioned to it.

SECTION 22 ENFORCEMENT. Nothing in this Section shall be construed as limiting any additional or further remedies that the Village may have for enforcement of this ordinances.

SECTION 23 SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED by the Village Board this____day of_____, 2024.

APPROVED by the President of the Village Board this____day of_____, 2024.

ATTEST:

_____
Franklin J. Eubank, Jr.
President, Village of Winnebago

_____
Sally Jo Huggins,
Village Clerk

Ayes: _____
Nays: _____
Absent: ____

11-6-24 DRAFT

VILLAGE OF WINNEBAGO, ILLINOIS

RIGHT-OF-WAY PERMIT APPLICATION

Applicant Name: _____

Applicant Mailing Address: _____

Applicant Telephone Number: _____ Applicant E-Mail address: _____

Location in Village where Right-of-Way work requested to be completed (be specific):

_____

_____

Specific Work Applicant requesting permission and authority to perform in the Village of Winnebago Right-of-Way: _____

_____

If a variance is being requested, please list each section of Ordinance No. 2024-_____ from which a variance is requested, and the reason a variance should be granted by the Public Works Director (attached additional pages, if necessary; if none is being requested, write "None" on the line)

Mark each of the following lines with a check mark or an "X" to evidence you have attached the required materials listed:[1]

_____ Attached is a plan or sketch specifically describing the above work requested to be performed in the Village Right-of-Way, and contains drawings, plans, and specifications showing the work proposed, complete with the certification of a~~/~~ professional ~~seal of an~~ engineer licensed in the State of Illinois, that such drawings, plans, and specifications are reasonably accurate, depict existing facilities, and comply with applicable codes, rules, and regulations.

_____ Attached is a written traffic control plan demonstrating the protective measures and devices that will be employed consistent with the Manual on Uniform Traffic Control Devices and Illinois Supplement, to prevent injury or damage to persons or property, and to minimize disruptions to efficient pedestrian and vehicular traffic.

_____ Attached is evidence of the required insurance, with the Village of Winnebago listed as an additional insured.

_____ Attached is evidence of the required surety.

[1] Silo provided the attached information to the Village in a written Notice on [INSERT DATE] in compliance with Section 4 of the Telephone Company Act (220 ILCS 65 *et seq*.). The Company is providing the attached information to the Village as a convenience. Providing the attached information in no way begins a new Notice period under the Telephone Company Act.

The names, addresses, telephone numbers, e-mail addresses, and emergency contact information of all professional consultants, if any, advising the applicant with respect to this application are as follows: (If none, state None—do not leave lines blank):

_____

_____

By signing and submitting this Right-of-Way Permit Application, Applicant understands that in the application process, and for any granted permit, Applicant is bound by the terms and conditions of Village of Winnebago Ordinance No. 2024-_____ governing Right-of-Way permits in the Village of Winnebago~~.~~ **to the extent such Ordinance is consistent with applicable law.**[2]

_____ Date: _____

(Signature of Applicant/
Applicant's Authorized Representative

_____ _____

(Printed Full Name of Applicant/Applicant's Authorized Representative) (Company Name)

_____ _____

(Title) (Phone Number)

Permit Fee: $_____ _____

(Fee Waived for Public Utilities) (E-Mail Address)

Applicant: Provide all information indicated on the application as outlined above, and return to Village Hall at 108 W. Main St., Winnebago, IL 61088, or e-mail a PDF of the completed form with attachments to ksymonds@villageofwinnebago.com. Any applicable fee may be paid online or at the Village Office. Incomplete applications are subject to being returned.

[2] It is Silo's understanding that the Village of Winnebago is developing a Right-of-Way Ordinance. Silo commits to comply with the final ordinance to the extent it is consistent with applicable law.

Prepared by:

Attorney Mary J. Gaziano
Village Attorney

Agenda Item Executive Summary

Item Name	An Ordinance Adopting Certain 2021 Edition International Code Council Codes, 2014 Illinois Plumbing Code, 2020 Edition National Electric Code, 2021 National Fire Protection Association Life Safety Code, with Certain Amendments or Additions, and Revoking, Replacing, and Superseding Ordinance No. 2018-09 and 2022-01 Pertaining to the Same	Committee or Board	Village Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

Per Public Act 103-0510, municipalities with existing building codes must identify their current code, including any local amendments, and inform the CDB. Municipalities adopting new building codes must notify the CDB at least 30 days before the new code's effective date. Municipalities without a building code must ensure new or substantially improved commercial buildings comply with state-mandated inspections before occupancy. Residential construction standards will default to statewide codes unless specified in the construction contract.

The Village Attorney is drafting an ordinance adopting up-to-date building codes in compliance with the Illinois Capital Development Board (CDB) Act amendments, effective January 1, 2025. The new statewide requirements mandate that all municipalities with building codes ensure they meet the minimum standards set by the International Building Code, International Existing Building Code, and International Residential Code within the past nine calendar years.

As soon as available, the Board will be sent a draft of the proposed ordinance.

ATTACHMENTS (PLEASE LIST)

IML Fact Sheet, Draft Ordinance

ACTION REQUESTED

☐For Discussion Only

☐Resolution

☒Ordinance

☒Motion:

MOTION: I MOVE TO APPROVE ORDINANCE 2024-__, An ordinance Adopting Certain 2021 Edition International Code Council Codes, 2014 Illinois Plumbing Code, 2020 Edition National Electric Code, 2021 National Fire Protection Association Life Safety Code, with Certain Amendments or Additions, and Revoking, Replacing, and Superseding Ordinance No. 2018-09 and 2022-01 Pertaining to the Same.

Staff:	Joseph Dienberg, Village Administrator	Date:	11/11/2024

STATEWIDE BUILDING CODES EFFECTIVE JANUARY 1, 2025



Public Act 103-0510 amends the Capital Development Board Act (20 ILCS 3105/1 et seq.). It requires that certain building code standards be adopted or followed effective January 1, 2025. The Act does not require municipalities or counties that do not currently have building codes to adopt building codes, but it does require minimum construction standards in those communities. For municipalities and counties that have adopted building codes, the Act requires that those codes meet certain requirements. Having a municipal or county zoning ordinance is separate from having a municipal or county building code.

IF YOUR MUNICIPALITY CURRENTLY HAS A BUILDING CODE

Any municipality or county that has adopted and is currently enforcing a building code must identify the code, by title and edition, and any local amendments and inform the Illinois Capital Development Board (CDB) in writing no later than 180 days after the effective date of the Act.

Any municipality or county choosing to adopt a new building code edition must, at least 30 days before the effective date of the new code, identify the model code being adopted, by title and edition, and any local amendments and inform CDB in writing.

Beginning January 1, 2025, any municipal building code or county building code must:

(1) Regulate the structural design of new buildings, other than residential buildings, in a manner that is at least as stringent as the baseline statewide building code standard;

(2) Regulate the structural design of rehabilitation work in existing buildings, other than residential buildings, in a manner that is at least as stringent as the baseline statewide existing building code standard; and,

(3) Regulate the structural design of residential buildings in a manner that is at least as stringent as the baseline statewide residential code standard.

The baseline codes are the International Building Code including Appendix G, International Existing Building Code and International Residential Code, published in the current year or preceding nine calendar years.

This requirement is a limitation on the concurrent exercise by home rule units of powers and functions exercised by the state.

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ILLINOIS MUNICIPAL LEAGUE

IF YOUR MUNICIPALITY DOES NOT CURRENTLY HAVE A BUILDING CODE

COMMERCIAL CONSTRUCTION

Newly constructed commercial buildings or substantially-improved commercial buildings in a non-building code jurisdiction cannot be occupied until:

(1) The property owner or property owner's agent has first contracted for the inspection of the building by an inspector who meets the qualifications established by CDB; and,

(2) A qualified inspector files a certification of inspection with the municipality or county having such jurisdiction over the property, indicating that the building complies with all of the following:

a. The International Building Code including Appendix G (current or most preceding edition);

b. The National Electric Code published by National Fire Protection Association (current or most preceding edition);

c. Either:
   i. The Illinois Energy Efficient Building Code adopted under Section 15 of the Energy Efficient Building Act; or,
   ii. The Illinois Stretch Energy Code adopted under Section 55 of the Energy Efficient Building Act;

d. The Illinois Accessibility Code adopted under Section 4 of the Environmental Barriers Act;

e. The Illinois Plumbing Code adopted under Section 35 of the Illinois Plumbing License Law; and,

f. The rules adopted in accordance with Section 9 of the Fire Investigation Act.

RESIDENTIAL CONSTRUCTION

A home builder and the home purchaser may agree to adopt the International Residential Code or any municipal residential building code or county residential building code that is, on the first day of construction, in effect within 100 miles of the location of the new home. If the home builder and the home purchaser fail to agree to a residential building code, or if no residential building code is stated in the contract, the code adopted under Section 15 of the Energy Efficient Building Act, the Illinois Plumbing Code adopted under Section 35 of the Illinois Plumbing License Law and the current edition of the International Residential Code are, by law, adopted as part of the construction contract.

BUILDING PERMITS

Once a building permit is issued, the code requirements that are in effect on January 1 of the calendar year when the building permit was applied for, or, where a building permit is not required, on January 1 of the calendar year when construction begins, shall be the only requirements that apply for the duration of the building permit or construction.

For more information regarding statewide building codes, contact the Illinois Council of Code Administrators via their website, www.icca-10.org.

ORDINANCE NO. 2024-

AN ORDINANCE ADOPTING CERTAIN 2021 EDITION INTERNATIONAL CODE COUNCIL CODES, 2014 ILLINOIS PLUMBING CODE, 2020 NATIONAL ELECTRICAL CODE, AND 2021 NATIONAL FIRE PROTECTION ASSOCIATION LIFE SAFETY CODE, WITH CERTAIN AMENDMENTS OR ADDITIONS, AND REVOKING, REPLACING, AND SUPERSEDING ORDINANCES NO. 2018-09 AND 2022-01 PERTAINING TO THE SAME

WHEREAS, Section 5/1-3-2 of Chapter 65 of the Illinois Compiled Statutes provides that a municipality may adopt by reference, as criteria for the issuance of construction, reconstruction, alteration, or installation permits, all or part of the provisions of regulations without setting forth those provisions in full if at least one copy of those regulations is filed in the office of the clerk of the municipality and is kept available for public use, inspection, and examination, with the qualification that such filing requirement is not deemed to be complied with unless the required copy of the regulations or copies of the public record are filed with the clerk of the municipality for a period of thirty (30) days before the adoption of the ordinance that incorporates the regulations or public record by reference. Further, regulations, or a public record, of a jurisdiction other than the State of Illinois may not be adopted by reference covering any subject matter for which standards are available in any public record of the State of Illinois, unless otherwise provided by statute; and

WHEREAS, there either are no comparable standards available in the public records of the State of Illinois for the matters for which adoption of the updated respective national or international codes is sought, and/or the State of Illinois defines the respective national or international codes as a baseline code acceptable for use; and

WHEREAS, Ordinance No. 2018-09 entitled "An Ordinance Adopting Certain 2015 Edition International Code Council Codes, 2014 Edition National Electrical Code and 2014

Illinois Plumbing Code with Certain Amendments or Additions, and Revoking, Replacing, and Superseding Ordinance No. 06-08 Pertaining to the Same", was adopted by the Village Board on June 11, 2018; and

WHEREAS, Ordinance No. 2018-09 provided for adoption of the 2014 Illinois Plumbing Code, all plumbing inspections are now handled by the State of Illinois, with the 2014 Illinois Plumbing Code being the latest edition code; and

WHEREAS, even though the State of Illinois currently handles Village plumbing inspections, it is believed to be prudent to also, by this ordinance, adopt the 2014 Illinois Plumbing Code in case the situation of plumbing inspections being handled by the State of Illinois should ever change; and

WHEREAS, except as stated hereinabove, new or comparable updated versions of the aforesaid codes desired to be adopted by the Village, and additional related codes now desired to be added to those previously adopted by the Village have now been published; and

WHEREAS, Public Act 103-0510 enacted by the Illinois General Assembly with an effective date of January 1, 2024, requires that certain building code standards be adopted or followed by any municipality starting January 1, 2025, specifically dealing with the structural design of new buildings, other than residential buildings, structural design of rehabilitation work in existing buildings other than residential buildings, and structural design of residential buildings (for One-and-Two Family Dwellings) in a manner that is at least as stringent as the baseline statewide building code standard, which standard uses the International Building Code, International Existing Building Code, and International Residential Code (for One-and-Two Family Dwellings) as its baseline; and

WHEREAS, Public Act 103-0510 also requires that any such International Building Code International Existing Building Code, or International Residential Code for One-and-Two Family Dwellings adopted and being followed by a municipality, must be the version of such code first published during the current year or preceding nine (9) calendar years; and

WHEREAS, the versions of the aforesaid codes currently in effect in the Village are from 2015 or earlier, such that the ability to continue to use the same will soon expire based on the requirements of Public Act 103-0510, and

WHEREAS, the Village of Winnebago has previously adopted various versions of the International Code Council Codes in addition to those affected by Public Act 103-0510, and the Board of Trustees believes it would be in the best interest of its citizenry to have more up to date codes for all of the areas for which international codes are in effect, as well as for national codes in effect previously adopted by the Village if there is a more updated version of the respective national code as compared to any currently in effect in the Village; and

WHEREAS, specifically as to the International Fire Code, the Village Board has been in discussions with the Win-Bur-Sew Fire Department personnel, which entity is adopting the 2021 version of the International Fire Code, as opposed to the 2024 version, with certain amendments, and it is believed to be in the mutual best interest of both entities to adopt the same version of the International Fire Code; and

WHEREAS, in addition to the international codes currently in effect via Ordinance No. 2018-09, as amended by Ordinance No. 2022-01, there are other international codes which the Village Board of Trustees feel it would be in the best interest of its citizenry to adopt, based on the current structures, amenities, and development potential currently available in the Village of Winnebago; and

WHEREAS, although there are currently 2024 international codes in effect from the International Code Council, the Board of Trustees believe it is in the best interest of the citizenry to adopt the 2021 codes since adoption of the same both complies with the statutory requirements, and would involve use of versions of the codes that have ben able to be tested over time as to their practical functionability; and

WHEREAS, the additional international codes the Village Board of Trustees deems it would be in the best interest of its citizenry to adopt, with certain standard or specific amendments, as applicable, are the 2021 edition of the International Code Council (ICC) Performance Code for Buildings and Facilities; the 2021 International Code Council (ICC) International Swimming Pool and Spa Code; and the 2021 International Code Council (ICC) International Green Construction Code; and

WHEREAS, the reference in Ordinance No. 2018-09 to the 2015 edition of the International Code Council (ICC) Life Safety Code was actually a misnomer, as the 2015 Life Safety Code was actually published by the National Fire Protection Association;

WHEREAS, certain amendments to the Unified Development Ordinance (UDO) will need to be made to comport with the changes that will take effect via the instant ordinance, but such changes cannot take effect until the new codes are adopted; and

WHEREAS, there was filed with the Clerk of the Village of Winnebago, Illinois, at least 30 days prior to the adoption of the instant ordinance, an elecronic copy of the following editions of the International Code Council (ICC) Codes: 2021 International Building Code; 2021 International Fire Code; 2021 International Existing Building Code; 2021 International Property Maintenance Code; 2021 International Mechanical Code; 2021 International Energy Conservation Code; 2021 International Residential Dwelling Code for One-and-Two Family

Dwellings; 2021 International Fuel Gas Code; 2021 International Performance Code for Buildings and Facilities; 2021 International Swimming Pool and Spa Code; and the 2021 International Green Construction Code, as well as the 2014 Illinois Plumbing Code (which is the latest edition), the 2020 edition of the National Electrical Code; and the 2021 edition of the National Fire Protection Association (NFPA) Life Safety Code, with hard copy thereafter ordered; and

WHEREAS, the Board of Trustees of the Village of Winnebago, Illinois, believes it to be in the best interest of the citizenry of the Village of Winnebago, Illinois, to adopt the updated versions of the codes reference in the above paragraphs, with certain amendments and/or additions; and

WHEREAS, Illinois law requires that any municipality or county choosing to adopt a new building code edition must, at least thirty (30) days before the effective date of the new code, identify the model code being adopted, by title and edition, and any local amendments, and inform the Capital Development Board in writing; and

WHEREAS, Illinois law also requires that any municipality or county that has adopted and is currently enforcing a building code must identify the code, by title and edition, and any local amendments, and inform the Illinois Capital Development Board in writing no later than one hundred eighty (180) days after the effective date of Illinois Capital Development Board Act; and

WHEREAS, as applicable, the Village has made, or shall make, the necessary notifications to the Illinois Capital Development Board.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WINNEBAGO, ILLINOIS, AS FOLLOWS:

SECTION 1

The provisions of the following named codes, together with any supplements or appendices, and with the amendments or additions listed are hereby adopted as the official codes of the Village of Winnebago, with each and all of the regulations, provisions, conditions, and terms of said codes hereby referred to, adopted, and made a part hereof as if fully set out in the instant ordinance, with the amendments or additions as set forth below:

A. **2021 INTERNATIONAL BUILDING CODE.** The International Code Council (ICC) International Building Code, 2021 edition for commercial buildings, together with any supplements and any appendices or amendments thereto, as published by the ICC is hereby adopted in its entirety by reference as the building code for the Village as though fully set forth herein. A copy of this code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Building Code 2021 edition, as adopted by this ordinance are hereby revised as follows:

1. **Section 101.1.** Insert for name of jurisdiction: "Village of Winnebago, Illinois."

2. **Section 114.4. Violation Penalties.** Insert at end of section: "Penalties shall be punishable by a fine, per the general penalty of Section 115 (Stop Work Order section) by the authority having jurisdiction. For noncompliance of orders issued by the Village Building Official the fine shall be no less than $200.00 per offense, with each day that said offense occurs or continues to occur constituting a separate offense, or more than the maximum amount allowed by state statute for each offense, and each day that said offense occurs or continues to occur."

3. **Section 1612.3. Establishment of flood hazard areas.**
   a. Insert for jurisdiction: "Village of Winnebago".
   b. Insert for date of issuance: "Date which is ten (10) days after pamphlet publication of 2021 code adoption ordinance".

4. **Section 3103.1.2. Permit required.** Replace with the following: "Any temporary structure shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Village Building Official."

B. **2021 INTERNATIONAL FIRE CODE**. The International Code Council (ICC), International Fire Code, 2021 edition, together with any supplements and any appendices or amendments thereto, as published by the ICC, is adopted in its entirety by reference as the fire code for the Village as though fully set forth herein. A copy of said code shall remain on file at the office of the Village Clerk, Village Building Official, and Win-Bur-Sew Fire Chief for public review and inspection.

AMENDMENTS. The following sections of the International Fire Code, 2021 edition, are hereby revised as follows:

(1) 107.7. is amended to add:

107.7- Inspection, Test and Plan Review Fees- Fees for occupancy inspections and tests of new fire alarm, fire suppression, and/or tanks installations shall be conducted when the system is completed. No charge shall be imposed for inspections and tests conducted on the first visit. Visits for any required inspections or tests which cannot be conducted due to the failure of the owner or installing contractor to properly and fully install the system to an inspection ready state, shall be subject to the following charges:

First visit	No fee
Second visit	$75.00
Third visit	$100.00

Plan Review Fees with inspection

Building Square Footage	Fee
0-5,000	$ 250.00
5,001 -20,000	$350.00
20,001-50,000	$450.00
50,001 +	$750.00

(2) 107.8 is amended to add:

107.8- False Alarms- All buildings with System Monitoring and Alarms shall be subject to a Fifty Dollar ($50.00) fine per response for any false alarm after a total of five (5) responses per year.

(3) 202 (page 2-26) is amended to add:

Residential Group R-2 to add Townhouses to occupancy examples

(4) 501.3 is amended to read as follows:

501.3- Construction Documents- Two (2) copies of all site plans/building/remodeling prints and plans shall be submitted to the Fire District for review and approval prior to construction. Electronic prints and plans are encouraged.

(5) 506.1.1 is amended to read as follows:

506.1.1- Locks- An Authority Having Jurisdiction (AHJ) approved lock shall be installed on gates or similar barriers, Fire Department Connections (FDC), near the main entrance, or as otherwise required by the Code Official.

(6) 506.1.1.1 is added to read as follows:

506.1.1.1- Lock Box Requirements:

1) All commercial properties (new or remodeled)

2) All residential structures with 3 or more attached living units (new or remodeled)

3) All senior housing (building constructed for people who are age of 60 or older)

(7) 604 Elevator Operation, Maintenance, and Fire Service Keys. is amended to add the following:

604.1.1- Elevator Car Requirements- Elevator cars are to accommodate the ambulance stretcher. At least one elevator shall be of such a size and arrangement to be accommodate a 24 inch x 84 inch ambulance stretcher in the horizontal, open position and shall be identified by the international symbol for emergency medical services (star of life) The symbol shall not be less than 3 inches high and shall be placed inside of both sides of the hoist way doorframe. The cab size is to be a minimum 5 foot x 7 foot platform and a minimum 2500 lb capacity with a 42" side slide door.

(8) 903.2.7 is amended to read:

903.2.7 Group M. An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1) A Group M fire area exceeds 12,000 square feet.

2) A Group M fire area is located more than three stories above grade plane.

3) The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 12,000 square feet.

(9) 903.2.9 is amended to read:

903.2.9 Group S-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1) A group S-1 fire area exceeds 12,000 square feet.

2) A Group S-1 fire area is located more than three stories above grade plane.

3) The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 12,000 square feet.

4) A Group S-1 fire area used for the storage of commercial motor vehicles where the fire area exceeds 5,000 square feet.

(10) 903.2.2.1 is added to read as follows:

903.2.2.1 Group B. An automatic sprinkler system shall be provided throughout all buildings containing a Group B occupancy where one of the following conditions exists:

1) A Group B fire area has an occupant load of 50 or more.

2) A Group B fire area exceeds 12,000 square feet.

3) A Group B fire area is located more than three stories above grade plane.

4) The combined area of all Group B fire areas on all floors, including any mezzanines, exceeds 12,000 square feet.

(11) 903.3.1.1 NFPA 13 is amended to add the following:
903.3.1.1- Sprinkler Systems- Each tenant space, individual store or space shall have an approved water flow control valve to stop the flow of system water to each tenant space or individual store or space.

(12) 903.3.1.2 NFPA 13-R is amended to add the following:
903.3.1.2- NFPA 13-R Sprinkler Systems- Each dwelling shall have an approved water flow control valve to stop the flow of system water to each living/dwelling space.

(13) 903.3.1.3 NFPA 13-D is amended to add the following:
903.3.1.3- NFPA 13-D Sprinkler Systems- Each dwelling shall have an approved water flow control valve to stop the flow of system water to each living/dwelling space.

(14) 903.3.7 is amended to add as follows:
903.3.7- Fire Department Connections- The location of the Fire Department Connection (FDC) shall be approved by the Fire Department official and shall be fitted with a five (5) inch Storz type fitting with locking cap with 30 degree elbow to meet the AHJ's specifications.

(15) 903.4.2 is amended to read as follows:
903.4.2- Alarms- Approved audible and visual device shall be connected outside the building for all structures requiring and automatic sprinkler system. An audible and visual device shall be wired to the sprinkler system flow switch and located above the Fire Department Connection (FDC) where an FDC is required. For structures not requiring an FDC (i.e. strip mall or multiple stores or businesses), an approved audible and visual device shall be connected to the outside of the structure facing the street or as approved by the AHJ. This is to indicate which store or business is having the flow alarm. In addition to the above, use Group M shall provide a minimum of one hard wired smoke or heat detector that is also wired to the sprinkler system flow switch and located in a central location of each business or occupancy that activates an outside audible and visual device with the location determined by the AHJ.

(16) 903.7 is amended to add:
903.7- Replacement Sprinkler Heads- Any Occupancy fitted with a sprinkler system, wet, dry, or combination, shall have a minimum of one (1) replacement sprinkler head of each type used in the occupancy located in the Sprinkler box in the riser room.

(17) 907.2.1 is amended as follows:
907.2.1- Group A- A manual alarm system shall be installed in accordance with NFPA 72 in all use Group A occupancies. Exceptions deleted.

(18) 907.2.2 is amended as follows:
907.2.2- Group B- A manual alarm system shall be installed in accordance with NFPA 72 in all use Group B occupancies. Exceptions deleted.

(19) 907.2.3 is amended as follows:
907.2.3- Group E- A manual alarm system shall be installed in accordance with NFPA 72 in all use Group E occupancies. Exceptions deleted.

(20) 907.2.4 is amended as follows:
907.2.4- Group F- A manual alarm system shall be installed in accordance with NFPA 72 in all use Group F occupancies. Exceptions deleted.

(21) 907.2.7 is amended as follows:
907.2.7- Group M- A manual alarm system shall be installed in accordance with NFPA 72 in all use Group M occupancies. Exceptions deleted.

(22) 907.4.1 is amended as follows:
907.4.1- Location- Exceptions deleted.

(23) 1003.8 is amended to add:
1003.8- Egress Signage- Numbered, lettered, or color-coded doorways and corridors in occupancy use Group A, Group H, Group I, Group R-1, R-2, R-4 and all covered malls and row of stores shall be required with the location determined by the AHJ.

24) **Section 104.10.** Add the following, "Debris remaining at the scene of a fire after the site has been released by the fire department shall constitute a nuisance as defined herein. The property owner shall be notified of said nuisance in writing and, if not rectified to the standards set down by the fire inspectors, the debris shall be removed by the Fire District or its duly authorized agent and any costs shall be paid by the property owner with non-payment subjecting the property to a lien against the property."

C. **THE 2021 INTERNATIONAL EXISTING BUILDING CODE.** The International Code Council (ICC) International Existing Building Code, 2021 edition, together with any supplements and appendices or amendments thereto, as published by the ICC, is hereby adopted in its entirety by reference as the existing building code for the Village as though fully set forth herein. A copy of this code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Existing Building Code, 2021 edition, are revised as follows:

Section 101.1. Insert, for name of jurisdiction, "Village of Winnebago, Illinois."

D. **THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE.** The International Code Council (ICC) International Property Maintenance Code, 2021 edition, together with any supplements and appendices or amendments thereto, as published by the ICC, is adopted in its entirety by reference as the property

maintenance code for the Village as though fully set forth herein. A copy of said code will remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Property Maintenance Code, 2021 edition, are hereby revised as follows:

1. In **Section 101.1**, insert for name of jurisdiction: "Village of Winnebago, Illinois."

2. In **Section 304.14**, Insect screens, insert for dates: "April 1 to October 1."

3. In **Section 602.3**, Heat supply, insert for dates: "October 1 to April 1."

4. In **Section 602.4**, Occupiable workspaces, insert for dates: "October 1 to April 1."

E. **THE 2021 INTERNATIONAL MECHANICAL CODE.** The International Code Council (ICC) International Mechanical Code, 2021 edition, together with any supplements and appendices or amendments thereto, as published by the ICC, is adopted in its entirety by reference as the mechanical code for the Village as though fully set forth herein. A copy of this code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Mechanical Code, 2021 edition, are hereby revised as follows:

1. **Section 101.1.** Insert for name of jurisdiction, "Village of Winnebago, Illinois".

2. **Section 109.6** Replace "The code official is authorized to establish a refund policy" with "The code official, with the approval of the Village of Winnebago Board of Trustees, is authorized to establish a refund policy with guidelines as hereinafter listed. For fee refunds in the case where no work has been done under an issued permit, or where the permit is withdrawn or canceled before any plan review effort has been expended, no more than 90 percent (90%) of the permit fee shall be refunded."

4. **Section 115.4.**
   a. Insert "Petty offense" for the name of the specific offense;

b. Insert "punishable by a fine of not more than $750 for each offense, and each day that said offense occurs or continues to occur" for the amount; and

c. Insert "zero" for the number of days of imprisonment.

F. **THE 2021 INTERNATIONAL ENERGY CONSERVATION CODE.** The International Code Council (ICC) International Energy Conservation Code, 2021 edition, together with any supplements and any appendices or amendments thereto, as published by the ICC, is adopted in its entirety by reference as the energy conservation code for the Village as though fully set forth herein. A copy of said code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Energy Conservation Code, 2021 edition, are revised as follows:

Section R101.1. Insert, for name of of jurisdiction: "Village of Winnebago, Illinois."

G. **THE 2021 INTERNATIONAL RESIDENTIAL CODE (FOR ONE-AND-TWO FAMILY DWELLINGS).** The International Code Council (ICC) International Residential Code (for One-and Two-Family Dwellings), 2021 edition, copies of which are on file in the office of the Village Clerk and Village Building Official for public review and inspection, is hereby adopted as the residential dwelling code for the Village for the control of buildings and structures and manufactured housing and mobile homes, as provided in said code, and each and all of the regulations, provisions, penalties, conditions and terms of the ICC International Residential Dwelling Code for One- and Two-Family Dwellings, 2021 edition, are hereby adopted and made part of this ordinance as though fully set forth in this article with the following modifications being made:

AMENDMENTS. The following sections of the ICC International Residential Code, 2021 edition, are revised as follows:

1. **Section R101.1.** Insert, for name of jurisdiction, "Village of Winnebago, Illinois."

2. **Climatic and Geographic Design Criteria.** The following information is applicable to table R301.2 of the ICC Residential Code for One-and Two-Family Dwellings, 2021 edition:

Ground snow load	30 lbs.
Wind speed	115 mph
Seismic design category	C
Subject to damage from	
Weathering	Severe
Frost line depth	42 inches

Termite	Moderate to heavy
Decay	Slight to moderate
Winter design temperature	Minus 5 degrees Fahrenheit
Ice shield underlayment required	Yes
Flood hazard	Refer to UDO Article 10
Air freezing index	2000
Mean annual temperature	47 degrees Fahrenheit

3. **Maximum Assembly U-Factors and Fenestration Requirements.** For purposes of energy conservation and efficiency and minimum insulation purposes, the Village shall be considered and be in climate zone 14; provided, however, that the minimum insulation R-value for walls shall be R-13 and the R-value for ceilings shall be R-38. This requirement shall be made part of table N1102.1.2 of the 2021 ICC International Energy Conservation Code.

H. **THE 2021 INTERNATIONAL FUEL GAS CODE.** The International Code Council (ICC) Fuel Gas Code, 2021 edition, together with any supplements and any appendices or amendments thereto, as published by the ICC, is adopted in its entirety by reference as the fuel gas code for the Village as though fully set forth herein. A copy of said code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Fuel Gas Code, 2021 edition, are revised as follows:

1. **Section 101.1.** Insert, for name of jurisdiction, "Village of Winnebago, Illinois."

2. **Section 109.2. Schedule of Permit Fees.** Insert, "The permit and inspection fees shall be as established and published by the Winnebago Village Board from time to time and made available to the public."

3. **Section 109.6. Refunds.** Replace "The code official is authorized to establish a refund policy" with "The code official, with the approval of the Village of Winnebago Board of Trustees, is authorized to establish a refund policy with guidelines as hereinafter listed. For fee refunds in the case where no work has been done under an issued permit, or where the permit is withdrawn or canceled before any plan review effort has been expended, no more than 90 percent (90%) of the permit fee shall be refunded."

4. **Section 115.4. Violation penalties.**
   a. Insert "petty offense" for the name of the specific offense.
   b. Insert "punishable by a fine of not more than $750 for each offense and each day that said offense occurs or continues to occur" for the amount.
   c. Insert "zero" for the number of days of imprisonment.

I. **2021 INTERNATIONAL PERFORMANCE CODE FOR BUILDINGS AND FACILITIES.** The International Code Council (ICC) International Performance Code for Buildings and Facilities, 2021 edition, together with any supplements and appendices or amendments thereto, as published by the ICC, is hereby adopted in its entirety by reference as the performance code for buildings and facilities for the Village as though fully set forth herein. A copy of this code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Performance Code for Buildings and Facilities, 2021 edition, are revised as follows:

Section 101.1. Insert, for name of jurisdiction, "Village of Winnebago, Illinois."

J. **2021 INTERNATIONAL SWIMMING POOL AND SPA CODE.** The International Code Council (ICC) International Swimming Pool and Spa Code, 2021 edition, together with any supplements and appendices or amendments thereto, as published by the ICC, is hereby adopted in its entirety by reference as the swimming pool and spa code for the Village as though fully set forth herein. A copy of this code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Swimming Pool and Spa Code, 2021 edition, are revised as follows:

Section 101.1. Insert, for name of jurisdiction, "Village of Winnebago, Illinois."

K. **2021 INTERNATIONAL GREEN CONSTRUCTION CODE**
The International Code Council (ICC) International Green Construction Code, 2021 edition, together with any supplements and appendices or amendments thereto, as published by the ICC, is hereby adopted in its entirety by reference as the green construction code for the Village as though fully set forth herein. A copy of this code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following sections of the ICC International Green Construction Code, 2021 edition, are revised as follows:

Section 101.1. Insert, for name of jurisdiction, "Village of Winnebago, Illinois."

L. **THE 2014 EDITION OF THE ILLINOIS PLUMBING CODE.** The Illinois Plumbing Code, 2014 Edition, together with any supplements and any amendments thereto, as published by the State of Illinois, is hereby adopted in its entirety by reference as the plumbing code for the Villas as though full set forth herein. A copy of this code shall remain on file of the office of the Village Clerk and Village Building Official for public review and inspection.

M. **THE 2020 EDITION OF THE NATIONAL ELECTRICAL CODE.** The National Electrical Code, 2020 edition, including Annex H, together with any supplements and appendices or amendments thereto, as published by the National Fire Protection Association, Inc., is adopted in its entirety by reference as the Electrical Code for the Village as though fully set forth herein. A copy of this code shall remain on file at the office of the Village Clerk and Village Building Official for public review and inspection.

AMENDMENTS. The following amendments are made to the published form of the National Electric Code, 2020 Edition:

Annex H Administration and Enforcement

1. **Article 80.2** shall be amended as follows:
Section 80.2 Definitions. Add the following:

ELECTRICAL CONTRACTOR. Whenever the term "electrical contractor" is used it shall mean any person, firm, or corporation undertaking the execution of electrical work or engaged in the business of installing or altering by contract electrical equipment for utilization of electricity, supplied for light, heat, or power, not including radio apparatus or equipment for wireless reception of sounds and signals, not including apparatus, conductors and other equipment installed for or by public utilities, including common carriers, which are under the jurisdiction of the Illinois Commerce Commission for use in their operation as public utilities; the term "Electrical Contractor" does not include employees employed by such contractor to do or supervise such work, nor does it include homeowners who do their own work in their own home.

ELECTRICAL EQUIPMENT. Whenever the term "electrical equipment" is used, it shall mean conductors and equipment installed for the utilization of electricity supplied for light, heat, or power, but does not include radio apparatus or equipment for the wireless reception of sounds and signals, and does not include apparatus, conductors, and other equipment installed for or by public utilities, including common carriers which are under the jurisdiction of the Illinois Commerce Commission, for use in their operation as public utilities.

2. **Article 80.19 (A) (2)** shall be deleted and replaced as follows:
80.19 Permits and Approvals. (A) Application. (2) The permit holder shall post the permit or a legible copy of the permit on the job site in a

conspicuous place at all times, visible from the street, until the final inspection has been made and approved. The building official is authorized to impose a re-inspection fee when the permit is not posted.

3. **Article 80.19 (C) (4)** shall be added as follows:
80.19 Permits and Approvals. (C) Issuance of permits. (4) Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy, unless the wiring is integral with a lighting or power distribution system, fire alarms or temperature control systems involving fan shut down relays, smoke controls systems or duct smoke detectors.

4. **Article 80.19 (C) (5)** shall be added as follows:
80.19 Permits and Approvals. (C) Issuance of permits. (5) Installation of telephone, CAT5 or other network wiring, or CATV wiring.

5. **Article 80.19 (D)** shall be deleted.
80.19 Permits and Approvals. (D) Annual permits. Deleted.

6. **Article 80.19 (E) (1)** shall be added as follows:
80.19 Permits and Approvals. (E) Fees. (1) Work commencing before permit issuance. When a permit is required by this code, and work is started or proceeded with, prior to obtaining said permit, the fees established via Village ordinances or codes shall be doubled and not less than $250.00. This penalty may be waived by the building official if the person in violation has not obtained a permit in the last year and is the owner of the property. For the second offense within a twelve (12) month period, starting or proceeding with the work prior to obtaining a permit, the fees established via Village ordinances or codes shall be doubled and not less than $500.00 plus an additional fee of $500.00 shall be paid for each day work continued without said permit. For the third such instance within a twelve (12) month period, the fees established via Village ordinances or codes shall be tripled and not less than $750.00 plus an additional fee of $750.00 shall be paid for each day work continued without said permit. For the fourth such instance within a twelve (12) month period, the offender shall be prosecuted by the Village of Winnebago Prosecutor, as permitted by state law. The payment of such fees shall not relieve any person from complying with the requirement of this code and the execution of the work, nor from any penalties prescribed herein.

7. **Article 80.19 (F) (3)** shall be deleted and replaced as follows:
80.19 Permits and Approvals. (F) Inspections and Approvals. (3) When any portion of the electrical installation within the jurisdiction of an Electrical Inspector is to be hidden from view by the permanent placement of parts of the building, the person, firm or corporation installing the

equipment shall notify the Electrical Inspector, and the equipment shall not be concealed until it has been approved by the Electrical Inspector.

8. **Article 80.19 (F) (5)** shall be amended as follows:
80.19 Permits and Approvals. (F) Inspections and Approvals. (5) If, upon inspection, any installation is found not to be fully in conformity with the provisions of Article 80, and all applicable ordinances, rules, and regulations, the Inspector making the inspection shall at once make a written notice stating the defects that have been found to exist. The list will be posted on the jobsite. Where any work or installation does not pass an initial test or inspection, the necessary correction shall be made so as to achieve compliance with this code. The contractor shall then request that the work or installation be re-inspected or retested. The permit holder will be subject to a re-inspection fee according to the ordinances of the Village of Winnebago, for the first, and each additional, re-inspection or test performed.

9. **Article 80.21 (B) (1)** shall be amended as follows:
(B) Responsibility of the Applicant. (1) The construction documents include all of the electrical requirements, including a completed "Available Short-Circuit Current" form. Plans and specifications in sufficient detail shall be filed with the Building Official showing the location and capacity of all lighting facilities, electrically operated equipment and electrical circuits required for all service equipment of the building or structure. Whenever an electrical contractor will be the installer of electric heat in a room or in a building, and said heat is to be the principal source of heat for that room or building, the plans and heat loss (80% differential) shall be submitted to the Village Building Official before proceeding with the installation.

10. **Article 80.21 (B) (3)** shall be added as follows:
(B) Responsibility of the Applicant. (3) Available Short Circuit Current Form. An available short circuit current form will be required stating what the available short circuit current is at the transformer secondary, at the main disconnect line side, and at all sub-panels. The form shall be filled out and on file with the Village of Winnebago Main Office before an inspection will be performed for an electrical service for commercial, industrial, and, in some cases, residential buildings.

11. **Article 80.23 (B) (3)** shall be deleted.
80.23 Notice of Violations, Penalties. (B) Penalties. (3) (Deleted)

12. **Article 80.25 (C)** shall be deleted.
80.25 Connection to Electrical Supply. (C) Notification. (Deleted)

13. **Article 80.27 (A)** shall be deleted and replaced as follows:
80.27 Inspector's Qualifications. (A) Certificate. All electrical inspectors shall be certified by a nationally recognized inspector certification program accepted by the Board. The certification program shall specifically qualify the inspector in electrical inspections. If a person is employed or contracted as an Electrical Inspector by the Village of Winnebago and does not have a certification, that person will have one year to acquire the certification.

14. **Article 80.27 (B) (3)** shall be amended as follows:
80.27 Inspector's Qualifications. (B) Experience. (3) Be well versed in the statutes of Illinois relating to electrical work and the National Electrical Code, as approved by the American National Standards Institute

15. **Article 80.27 (B) (4)** shall be amended as follows:
80.27 Inspector's Qualifications. (B) Experience. (4) Have had at least 2 years' experience as an Electrical Inspector or 5 years in the installation of electrical equipment. In lieu of such experience, the applicant shall be a graduate in electrical engineering or of a similar curriculum of a college or university considered by the Board as having suitable requirements for graduation and shall have had two years of practical electrical experience.

16. **Article 80.29** shall be amended as follows:
80.29 Liability for Damages. Article 80 shall not be construed to affect the responsibility or liability of any party owning, designing, operating, controlling, or installing any electrical equipment for damages to persons or property caused by a defect therein, nor shall the Village of Winnebago or any of its employees be held as assuming any such liability by reason of the inspection, re-inspection, or other examination authorized.

17. **Article 80.35** shall be amended as follows:
80.35 Effective Date. Article 80 shall take effect immediately after its passage and publication.

18. **Article 210.8 (A) (5)** Exception shall be deleted in part and replaced as follows:

    Exception No. 1 to (5): A receptacle supplying only a permanently installed fire alarm or burglar alarm system shall not be required to have ground-fault circuit-interrupter protection.
    Exception No. 2 to (5): A single outlet for a sump pump, sewer ejector, or power-vent may be installed without ground-fault circuit-interrupter protection where an accessible ground-fault circuit-interrupter protected receptacle is located within (900 mm) 3 feet of the unprotected receptacle.

19. **Article 210.8 (F)** Exception shall be added as follows:

210.8(F) Exception to be added as follows:
Exception 1: Ground-fault circuit-interrupter protection shall not be required on lighting outlets other than those covered in 210.8(C).
Exception 2: GFCI protection shall not be required for listed HVAC equipment. This exception shall expire September 1, 2026.

20. **Article 210.19 (A) (5)** shall be added as follows:
210.19 Conductors—Minimum Ampacity and Size. (A) Branch Circuits Not More Than 600 Volts.

(5) Microwave Circuits. The wiring used to supply power to a permanently installed microwave oven shall consist of a dedicated circuit installed with 12 AWG or larger conductors.

21. **Article 210.52 (C) (2)** shall be deleted and replaced as follows:
210.52 (C) Countertops and Work Surfaces. (2) Island and Peninsular Countertops and Work Surfaces.

Receptacle outlets, if installed to serve an island or peninsular countertop or work surface, shall be installed in accordance with 210.52(C) (3). If a receptacle outlet is not provided to serve an island or peninsular countertop or work surface, provisions shall be provided at the island or peninsula for future addition of a receptacle outlet to serve the island or peninsular countertop or work surface.

22. **Article 210.52 (C) (3)** shall be deleted and replaced as follows:
210.52 (C) Countertops and Work Surfaces. (3) Receptacle Outlet Location. Receptacle outlets shall be located in one or more of the following:

(1) On or above, but not more than 500 mm (20 in.) above, a countertop or work surface
(2) In a countertop using receptacle outlet assemblies listed for use in countertops
(3) In a work surface using receptacle outlet assemblies listed for use in work surfaces or listed for use in countertops
Receptacle outlets rendered not readily accessible by appliances fastened in place, appliance garages, sinks or rangetops as covered in 210.52 (C) (1), Exception, or appliances occupying assigned spaces shall not be considered as these required outlets.

23. **Article 210.70** shall be amended as follows:
210.70 Lighting Outlets Required. Lighting outlets shall be installed and controlled as specified in 210.70 (A), (B) and (C). The switch or wall-mounted control device shall not rely exclusively on a battery unless a

means is provided for automatically energizing the lighting outlets upon battery failure.

24. **Article 210.70 (A)** shall be amended as follows:
210.70(A) Dwelling units. In dwelling units, lighting outlets shall not be fed from the load side of a GFI device unless specifically called for in this Code, and shall be installed in accordance with 210.70(A)(1),(A)(2), and (A)(3).

25. **Article 210.70(A) (1)** shall be amended as follows:
210.70 Lighting Outlets Required. (A) Dwelling Units. (1) Habitable rooms. At least one lighting outlet controlled by a listed wall-mounted control device shall be installed in every habitable room, kitchen, and bathroom. The wall-mounted control device shall be located near an entrance to the room. Unless 210.70(A)(1) Exception No. 1 is applied, provision shall be made in the wiring of a ceiling box in all habitable rooms where a ceiling fan could possibly be mounted (excluding dining rooms) for a luminaire to operate independently from a fan.

26. **Article 230.11** shall be added as follows:
230.11 Service Installation and/or Modifications. When any part of service entrance equipment, a branch circuit panel, or a service conductor is installed, replaced, modified, or required to be repaired, the service in its entirety must be installed to comply with the current codes as adopted by the Village of Winnebago. The main branch circuit panel shall be at least 16 spaces.

Exception: Replacement or addition of a branch-circuit overcurrent protective device.

27. **Article 230.43** shall be deleted and replaced as follows:
230.43 Wiring Methods for 1000 Volts, Nominal, or Less. Service-entrance conductors and service laterals overhead shall be installed in accordance with the applicable requirements of this *Code* covering the type of wiring method used and shall be limited to rigid metal conduit (RMC) or intermediate metal conduit (IMC). Electrical metallic tubing (EMT) may only be used inside a building or structure.

28. **Article 230.67** shall be deleted in its entirety.

29. **Article 230.70 (A) (1)** shall be deleted and replaced as follows:
230.70 General. (A) Location. (1) Readily Accessible Location. The service disconnecting means shall be installed at a readily accessible location, either outside of a building or structure, or inside within 5 feet of the point of entrance of the service conductors.

30. **Article 230.85** shall be amended as follows:
230.85 Emergency Disconnects. For one- and two-family dwelling units, all service conductors may terminate in disconnecting means having a short-circuit current rating equal to or greater than the available fault current, installed in a readily accessible outdoor location. If more than one disconnect is provided, they shall be grouped. Each disconnect shall be one of the following:

(1) Service disconnects marked as follows:
EMERGENCY DISCONNECT,
SERVICE DISCONNECT
(2) Meter disconnects installed per 230.82(3) and marked as follows:
EMERGENCY DISCONNECT,
METER DISCONNECT,
NOT SERVICE EQUIPMENT
(3) Other listed disconnect switches or circuit breakers on the supply side of each service disconnect that are suitable for use as service equipment and marked as follows:
EMERGENCY DISCONNECT,
NOT SERVICE EQUIPMENT.

Markings shall comply with 110.21 (B).

31. **Article 250.52 (A)** shall be amended as follows:
250.52 (A) Electrodes Permitted for Grounding. A concrete-encased electrode that complies with 250.52 (A) (3) will be required in all new construction and be clearly marked for identification as the concrete-encased electrode by painting or tagging. All grounding electrode conductor(s) must be terminated at enclosure of the first main disconnect, unspliced or irreversibly spliced between the first grounding electrode and enclosure. One of the following electrodes described in (1) through (2) and (4) through (8) shall be required as a supplemental grounding method.

32. **Article 250.53 Grounding Electrode System Installation. (A)(2)(4) and (A)(2)(5)** shall be deleted.

33. **Article 250.53 Grounding Electrode System Installation. Exception to (A)(2)** shall be deleted.

34. **Article 300.1(D)** shall be added as follows:
300.1 Scope. (D) Mixed Use and Occupancy Buildings. The entire mixed use and occupancy building shall be wired by the most restrictive code.

35. **Article 300.5 (D) (3)** shall be deleted and replaced as follows:

300.5 Underground Installations. (D) Protection from Damage (3) Service Conductors. Underground service conductors shall be installed in galvanized or stainless steel rigid metal conduit (RMC) or intermediate metal conduit (IMC). Underground service conductors that are not subject to physical damage may be installed in Schedule 80 rigid electrical nonmetallic conduit (PVC), protected by galvanized or stainless steel rigid conduit (RMC) or intermediate metal conduit (IMC) to a minimum of 450 mm (18 inches) below grade. No exposed nonmetallic conduit shall be allowed. Underground service conductors that are not encased in concrete and that are buried 450 mm (18 inches) or more below grade shall have their location identified by a warning ribbon that is placed in the trench at least 300 mm (12 inches) above the underground installation.

36. **Article 300.5 (L)** shall be added as follows:
300.5 Underground Installations. (L) Different Systems in Common Trench. When an electrical system over 50V shares a trench with another system, a distance of 12" from the other system must be maintained either horizontally or vertically. If the system sharing the trench is gas piping, the gas system must be below the electrical system.

37. **Article 300.11(A) (1)** shall be added as follows:
300.11 Securing and Supporting. (A) Secured in Place. (1) Tie Wire. Tie wire shall not be allowed as a sole means of supporting or securing conduit or cable in above ground applications.

38. **Article 300.13(C)** shall be added as follows:
300.13 Mechanical and Electrical Continuity--Conductors. (C) Multiple Conductors. A device designed to be used for switching, or as a receptacle, may not be used to provide electrical continuity to any circuit conductor.

39. **Article 300.13(D)** shall be added as follows:
300.13 Mechanical and Electrical Continuity-Conductors. (D) Push-Type Clamping Devices.
No push-type or clamp-type connections for splices or for terminating to devices will be allowed unless the wire connection is secured with a screw or crimping tool.
Exception 1: Disconnecting means for ballasts.
Exception 2: Factory installed terminations in luminaires.

40. **Article 310.3 (A)** shall be deleted and replaced as follows:
310.3 Conductors. (A) Minimum Size of Conductors. The minimum size of conductors for voltage ratings up to and including 2000 volts shall be 14 AWG copper or 4 AWG aluminum or copper clad aluminum.

41. **Article 310.3 (B)** shall be deleted and replaced as follows:

310.3 Conductors. (B) Conductor Material. Conductors in this article shall be aluminum, copper-clad aluminum, or copper unless otherwise specified. Aluminum and copper-clad aluminum conductors shall be prohibited to be installed in sizes smaller than 4 AWG. Stranded aluminum conductors 4 AWG through 1000 kcmil marked as Type RHH, RHW, XHHW, THW, THHW, THWN, THHN, service-entrance Type SE Style U and SE Style R shall be made of an AA-8000 series electrical grade aluminum alloy conductor material.

42. **Article 314.27 (A) (2)** shall be deleted and replaced as follows:
314.27 Outlet Boxes. (A) Boxes at Luminaire or Lampholder Outlets. (2) Ceiling Outlets. At every outlet used exclusively for lighting, the box shall be designed or installed so that a luminaire or lampholder may be attached. Boxes shall be required to support a luminaire weighing a minimum of 23 kg (50lb). A luminaire that weighs more than 23 kg (50lb) shall be supported independently of the outlet box, unless the outlet box is listed and marked on the interior of the box to indicate a maximum weight the box shall be permitted to support that would accommodate the weight of the fixture. In all habitable rooms with a ceiling fixture (other than recessed fixtures) in a location acceptable for a ceiling-suspended (paddle) fan in one- and two-family or multi-family dwellings, a box rated for ceiling fan support shall be installed.

43. **Article 334.10 including (1) through (5)** shall be deleted and replaced as follows:
334.10 Uses Permitted. Type NM, Type NMC, and Type NMS cables shall be permitted to be used only in the following: R-2, R-3, and R-4 structures (as defined by the International Building Code) not exceeding three floors above grade, except as prohibited in 334.12.

44. **Article 334.15(D)** shall be added as follows:
334.15 Exposed Work. (D) All Unfinished Areas. Any exposed cable 7 feet (213 cm) or closer to the floor must be protected with a durable building material or sleeved in an approved manner.

45. **Article 334.40 (B)** shall be deleted in part:
334.40 Boxes and Fittings. (B) Devices of Insulating Material. Delete "and for repair wiring in existing buildings where the cable is concealed."

46. **338.10 Uses Permitted. (A) Service-Entrance Conductors.** Deleted in its entirety.

47. **338.12 (A) (4)** shall be added as follows:
338.12 Uses Not Permitted. (A) Service-Entrance Cable.

(4) In any building except in R-2, R-3, and R-4 structures (as defined by the International Building Code) not exceeding three floors above grade.

48. **Article 406.9 (C)** shall be deleted and replaced as follows:
406.9 (C) Bathtub and Shower Space. Receptacles shall not be installed within or directly over a bathtub or shower stall.

49. **Article 408.54** shall be amended as follows:
Article 408.54 Maximum Number of Overcurrent Devices. A panelboard shall be provided with physical means to prevent the installation of more overcurrent devices than that number for which the panelboard was designed, rated, and listed. Newly installed panelboards shall not have more than 80% of the capacity for new circuits utilized.

50. **Article 410.36(B)** shall be amended as follows:
410.36 Means of Support. (B) Suspended Ceilings. Framing members of suspended ceiling systems used to support luminaires shall be securely fastened to each other and shall be securely attached to the building structure at appropriate intervals. Luminaires smaller than 610 mm by 610 mm (24 inches by 24 inches) shall be securely fastened to the ceiling framing member by mechanical means such as bolts, screws, or rivets. Listed clips identified for the use with the type of ceiling framing member(s) and luminaire(s) shall also be permitted. Luminaires nominal size 610 mm by 610 mm (24 inches by 24 inches) or larger shall be supported independently of the ceiling grid by at least two wires on opposite corners of the fixture. The same size (or larger) wire used to support the ceiling system shall be used to support the fixture, but in no case shall the wire size be smaller than 12 AWG steel.

51. **Article 690.13 (E)** shall be deleted and replaced as follows:
690.13 Photovoltaic System Disconnecting Means. (E) Type of Disconnect. The PV system disconnecting means shall simultaneously disconnect the PV system conductors that are not solidly grounded from all conductors of other wiring systems. The PV system disconnecting means or its remote operating device or the enclosure providing access to the disconnecting means shall be capable of being locked in accordance with **110.25**. The PV system disconnecting means shall be one of the following rated for 60 amperes or more:

(1) A manually operable switch or circuit breaker

(2) A load-break-rated pull-out switch with the required interrupting rating

(3) A power-operated or remote-controlled switch or circuit breaker that is manually operable locally and opens automatically when control power is interrupted

(4) and (5) deleted.

52. **690.31 Wiring Methods (A)** shall be deleted and replaced as follows: 690.31 (A) Wiring Systems. Only metal raceway methods of RMC, IMC, or EMT (and FMC in dry locations not subject to physical damage) shall be permitted. Wiring systems and fittings specifically listed for use in PV arrays, and wiring as part of a listed system shall be permitted within the array area. Where wiring devices with integral enclosures are used, sufficient length of cable shall be provided to facilitate replacement.

Exception: PVC shall be allowed for underground installations.

53. **Article 705.11 (D)** shall amended as follows:
705.11 Supply-Side Source Connections. (D) Connections. The connection of power source output circuit conductors to the service conductors shall be made using listed connectors as described in **110.14** and comply with all enclosure fill requirements. Any modifications to existing equipment shall be made in accordance with the manufacturer's instructions or the modification must be evaluated for the application and have a field label applied. For meter socket enclosures or other equipment under the exclusive control of the electric utility, only connections approved by the electric utility shall be permitted. No more than one tap per conductor shall be allowed.

54. **Article 705.20 (1)** shall be deleted and replaced as follows: **705.20 Disconnecting Means, Source.** Means shall be provided to disconnect power source output circuit conductors of electric power production equipment from conductors of other systems.

The disconnecting means shall comply with the following:

(1) Be one of the following types rated for 60 amperes or more:

(a) A manually operable switch or circuit breaker

(b) A load-break-rated pull-out switch with the required interrupting rating

(c) A power-operated or remote-controlled switch or circuit breaker that is manually operable locally and opens automatically when control power is interrupted

55. **705.25 Wiring Methods (A) General.** shall be deleted and replaced as follows:
705.25(A) General. Only metal raceway methods of RMC, IMC, EMT (and FMC in dry locations not subject to physical damage) shall be permitted. Wiring systems and fittings specifically listed, intended and identified for use with power production systems shall be permitted within

the array area. Where wiring devices with integral enclosures are used, sufficient length of cable shall be provided to facilitate replacement.

Exception: PVC shall be allowed for underground installations.

N. **THE 2021 NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) LIFE SAFETY CODE.** The National Fire Protection District Life Safety Code, 2021 edition, together with any supplements and any appendices or amendments thereto, as published by the NFPA, is adopted in its entirety by reference as the life safety code for the Village as though fully set forth herein. A copy of said code shall remain on file at the office of the Village Clerk, Village Building Official and Win-Bur-Sew Fire Chief for public review and inspection.

AMENDMENTS. None

SECTION 2

NON-COMPLIANCE. A person who shall violate a provision of this ordinance or fails to comply therewith or with any of the requirements thereof, or who shall erect, construct, add to or alter, or demolish, or has erected, constructed, added to or altered, or demolished a building or structure or portion thereof, in violation of a detailed statement or plan submitted and approved thereunder, or of a permit or certificate issued thereunder, shall be guilty of a misdemeanor. Also the owner of a building or structure, or portion thereof, or of the premises where anything in violation of this code shall be placed or shall exist, and an architect, engineer, builder, contractor, agent, person or corporation employed in connection therewith and who assisted in the commission of such violation shall also be guilty of a misdemeanor. Each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any provisions of this code is committed or continued and upon conviction of such violation each such person shall be fined not less than $200.00 nor more than $750.00 for each offense.

ABATEMENT. The imposition of the penalties herein prescribed shall not preclude the Village Attorney from instituting an appropriate action or proceeding to prevent an unlawful

erection, construction, reconstruction, addition, alteration, conversion, removal, demolition, maintenance or use, or to restrain, correct, or abate a violation, or to prevent the occupancy of a building or structure or portion thereof, or of the premises, or to prevent an illegal act, conduct, business or use in or about any premises.

SECTION 3

MINIMUM REQUIREMENTS. The provisions of this ordinance shall be held to be minimum requirements adopted for the promotion of the public health, morals, safety and general welfare. Whenever the requirements of any lawfully adopted rules, regulations, or ordinance are at variance with the requirements of this ordinance, the most restrictive or that imposing the higher standards shall control.

SECTION 4

SAVINGS CLAUSE. Nothing in this ordinance or in the building codes hereby adopted shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired or liability incurred, nor any cause or causes of action accrued or existing, nor shall any right or remedy of any character be lost, impaired or affected by this ordinance.

SECTION 5

The invalidity of any section or provision of this ordinance or of the building codes hereby adopted shall not invalidate other sections or provisions of this ordinance, and, to this end, the provisions of this ordinance are declared to be severable.

SECTION 6

With the passage of the instant ordinance, Ordinance No. 2018-09 and Ordinance No. 2022-01 shall and hereby are revoked, replaced, and superseded by the instant ordinance, with the instant ordinance to apply as of the effective date of this ordinance. Further, any provisions

in any other ordinance, beyond those mentioned above, in conflict with the provisions of the instant ordinance, including, but not necessarily limited to, those contained in Ordinance 400 adopted on June 6, 1972, shall be revoked, and superseded by the provisions of the instant ordinance, but the ordinance in which those conflicting provisions are contained shall otherwise remain in full force and effect.

SECTION 7

This ordinance shall take effect ten (10) days after its publication in pamphlet form of three copies of such ordinance at the Village of Winnebago, Illinois, Office.

PASSED AND ADOPTED this _____ day of _____, 2024

APPROVED BY: _____
Franklin J. Eubank, Jr., President of the Board
of Trustees of the Village of Winnebago

ATTEST:

_____
Sally Jo Huggins, Village Clerk

PASSED: _____

APPROVED: _____

PUBLISHED IN PAMPHLET FORM: _____

PREPARED BY:
Attorney Mary J. Gaziano
One Court Place, Suite 200
Rockford, Illinois 61101
(815) 962-6800
E-mail: MJGaziano@aol.com
Attorney for the Village of Winnebago

RESOLUTION NO. 2024-_____

RESOLUTION TO ADOPT AMENDMENT TO LEXIPOL POLICY 1039

WHEREAS, the Village of Winnebago Board of Trustees previously adopted a Lexipol Policy Manual for use by the Village's Police Department via voice vote at the April 13, 2015 General Board Meeting; and

WHEREAS, periodic updates to said Lexipol Policy have been tendered electronically to the Village Police Department, with certain update provisions presented to the Village Board for approval, and others which are in process to be submitted to the Village Board for affirmation or approval after collaborative review of the same by the Police Chief and Village Attorney; and

WHEREAS, there is current need for a revision to Lexipol Policy 1039 entitled "Indemnity and Hold Harmless Agreement from Outside Employer for Village of Winnebago Police Officer" in order to clarify the liability responsibility of the respective municipalities involved based on which municipality a given office is providing services to at any given date and time.

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

SECTION I

The recitals stated above are hereby incorporated as part of the substantive portion of this resolution, as if fully reproduced in this section of the resolution, and not just to be considered as mere recitals.

SECTION II

The Village of Winnebago Board of Trustees hereby approves the amended Lexipol Policy Number 1039, a copy of which marked Exhibit "A" is attached hereto, incorporated herein, and made a part hereof, and the same is to be incorporated into the Lexipol Policy Manual previously adopted in place of the prior Policy 1039 covering the same subject matter.

SECTION III

The provisions and sections of this resolution shall be deemed severable, and the invalidity of any portion of this resolution shall not affect the validity of the remainder.

SECTION IV

Any and all orders, resolutions, or ordinances in conflict herewith are hereby repealed insofar as such conflict exists, and this resolution shall take effect immediately upon its passage, approval, and publication in pamphlet form.

SECTION V

A full, true, and complete copy of this resolution shall be published within ten (10) days after passage in pamphlet form by and under the authority of the Village President.

APPROVED:

_____
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): _____

INDEMNITY AND HOLD HARMLESS AGREEMENT FROM OUTSIDE EMPLOYER FOR VILLAGE OF WINNEBAGO POLICE OFFICER
Lexipol Policy No. 1039

_____("Employer") isdesirous ofemploying _____("Employee"), a Village of Winnebago Police Officer, on a part-time basis during his/her off-duty hours to act solely for and on behalf of the Employer and not in any way on behalf of the Village of Winnebago in connection with his/her employment as a police officer by the Village.

To the fullest extent permitted by law, Employer agrees to indemnify and hold harmless the Village of Winnebago, its Police Department, its elected and appointed officials, employees, and volunteers, and others working on behalf of the Village (collectively referred to herein as the "Village") from and against all losses, costs, expenses, damages, liabilities or claims, whether groundless or not, including, but not limited to, those arising out of bodily injury, sickness or disease (including death resulting at any time there from), false arrest, false imprisonment, assault and battery, violation of constitutional or civil rights (state and/or federal), personal injury, or any other damages which may be sustained or claimed by any person and any damage to or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of Employee while employed by or working on behalf of the Employer.

Employer agrees to maintain and provide evidence of public liability insurance in an amount not less than $1,000,000.00 and workers compensation insurance. Said liability insurance shall indemnify Employer and Employee against liability arising out of the acts or omissions of Employee and only while Employee is performing services for the Employer. The Village shall be named as an additional insured party under said liability insurance, and written proof of said coverage shall be provided to the village of Winnebago before Employee commences work with Employer. Further, the Village shall be provided with written evidence of annual or other time frame, renewal of such coverage so long as Employee is still working for Employer on a part-time basis, and with the Village of Winnebago on a full-time basis. Employer shall be responsible for reimbursement to the Village for costs and expenses of including, but not limited to, attorney fees in defending any such claim or any suit, action or proceeding which may be commenced against the Village relating to Employee's actions which shall be solely limited to actions which arose out of services Employee was performing for Employer. Employer shall pay any and all judgments which may be recovered in any such suit, action, or proceeding, and any and all expenses, including, but not limited to, costs, attorney's fees and settlement expenses which may be incurred which shall be solely limited to actions arising out of services Employee provided for Employer.

Employer acknowledges that Employee may not use his/her Village of Winnebago police officer uniform or any equipment provided to him/her as a police officer by the Village of Winnebago in performing his/her responsibilities to Employer. Employee may be called upon by the Village during off-duty hours for court appearances and other duties related to his/her employment as a police officer without prior notice, resulting in possible unavailability to work for Employer, and such terms are acceptable to the Employer. Employer shall be bound by any restrictions on outside employment currently in effect or hereafter promulgated by the Village of Winnebago

Employee, in requesting approval for the outside employment by Employer, agrees to be bound by any rules, regulations, or orders promulgated by the Village of Winnebago Police Department regarding outside employment, and agrees that he/she will not wear his/her police uniform or use any equipment or material provided by the Village without the Village's approval, or hold himself/herself out as a police officer in carrying out or in performing any of his/her duties as an Employee of Employer.

EMPLOYEE:

_____
Employee Name

Dated:_____

Subscribed and Sworn to Before Me
On:_____

_____
Notary Public

County of _____, State of Illinois

My Commission Expires:

EMPLOYER:

_____
Name of Employee

Address: _____

_____

_____

_____
Authorized Representative

_____
Signature

_____
Title

_____
Phone Number

_____
Facsimile Number

_____
Dated

EMPLOYER TO FILL IN:

Location of Work:_____

Days to be worked: _____

Describe work to be performed: _____

_____

_____

Agenda Item Executive Summary

Item Name	Indemnity & Hold Harmless Agreement	Committee or Board	Board

BUDGET IMPACT

Amount:	$0.00	*Budgeted:*	N/A
List what fund:			

EXECUTIVE SUMMARY

Under Lexipol Policy 1039 in order for a full-time police officer to work outside employment the Village of Winnebago requires the indemnification of (hold harmless) the Village of Winnebago, the Winnebago Police Department, it's elected and appointed officials, employees, and volunteers and others working on behalf of the Village of Winnebago for actions or inactions of an employee while working for the outside employer.

To the fullest extent permitted by law, Employer agrees to indemnify and hold harmless the Village of Winnebago, its Police Department, its elected and appointed officials, employees, and volunteers, and others working on behalf of the Village (collectively referred to herein as the "Village") from and against all losses, costs, expenses, damages, liabilities or claims, whether groundless or not, including, but not limited to, those arising out of bodily injury, sickness or disease (including death resulting at any time there from), false arrest, false imprisonment, assault and battery, violation of constitutional or civil rights (state and/or federal), personal injury, or any other damages which may be sustained or claimed by any person and any damage to or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of Employee while employed by or working on behalf of the Employer.

This Indemnity and hold harmless agreement document was presented to the Village of Cherry Valley for the purpose of the Village of Cherry Valley employing a full-time police officer of the Village of Winnebago as a part-time police officer for the Village of Cherry Valley during the Village of Winnebago employees non-working hours. Legal Counsel for the Village of Cherry Valley requested minor revision of the agreement. A revised indemnity and hold harmless agreement was presented to the Village of Winnebago's Legal Counsel and found to be satisfactory.

The change in verbiage merely clarifies some language in the original agreement document.

ATTACHMENTS (PLEASE LIST)

Copy of original Indemnity and Hold Harmless Agreement

Copy of revised Indemnity and Hold Harmless Agreement

ACTION REQUESTED

☐For Discussion Only

☒Resolution

☐Ordinance

☐Motion:

MOTION:

Staff:	Chief White	Date:	11/7/2024

INDEMNITY AND HOLD HARMLESS AGREEMENT FROM OUTSIDE EMPLOYER FOR VILLAGE OF WINNEBAGO POLICE OFFICER

Lexipol Policy No. 1039

_____("Employer") is desirous of employing _____("Employee"), a Village of Winnebago Police Officer, on a part-time basis during his/her off-duty hours to act solely for and on behalf of the Employer and not in any way on behalf of the Village of Winnebago in connection with his/her employment as a police officer by the Village.

To the fullest extent permitted by law, Employer agrees to indemnify and hold harmless the Village of Winnebago, its Police Department, its elected and appointed officials, employees, and volunteers, and others working on behalf of the Village (collectively referred to herein as the "Village") from and against all losses, costs, expenses, damages, liabilities or claims, whether groundless or not, including, but not limited to, those arising out of bodily injury, sickness or disease (including death resulting at any time there from), false arrest, false imprisonment, assault and battery, violation of constitutional or civil rights (state and/or federal), personal injury, or any other damages which may be sustained or claimed by any person and any damage to or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of Employee while employed by or working on behalf of the Employer.

Employer agrees to maintain and provide evidence of public liability insurance in an amount not less than $1,000,000.00 and workers compensation insurance. Said liability insurance shall indemnify Employer and Employee against liability arising out of the acts or omissions of Employee while Employee is performing services for the Employer. The Village shall be named as an additional insured party under said liability insurance, and written proof of said coverage shall be provided to the village of Winnebago before Employee commences work with Employer. Further, the Village shall be provided with written evidence of annual or other time frame, renewal of such coverage so long as Employee is still working for Employer on a part-time basis, and the Village of Winnebago on a full-time basis. Employer shall be responsible for reimbursement to the Village for costs and expenses of including, but not limited to, attorney fees in defending any such claim or any suit, action or proceeding which may be commenced against the Village relating to Employee's actions. Employer shall pay any and all judgments which may be recovered in any such suit, action, or proceeding, and any and all expenses, including, but not limited to, costs, attorney's fees and settlement expenses which may be incurred.

Employer acknowledges that Employee may not use his/her Village of Winnebago police officer uniform or any equipment provided to him/her as a police officer by the Village of Winnebago in performing his/her responsibilities to Employer. Employee may be called upon by the Village during off-duty hours for court appearances and other duties related to his/her employment as a police officer without prior notice, resulting in possible unavailability to work for Employer, and such terms are acceptable to the Employer. Employer shall be bound by any restrictions on outside employment currently in effect or hereafter promulgated by the Village of Winnebago Police Department.

Employee, in requesting approval for the outside employment by Employer, agrees to be bound by any rules, regulations, or orders promulgated by the Village of Winnebago Police Department regarding outside employment, and agrees that he/she will not wear his/her police uniform or use any equipment or material provided by the Village without the Village's approval, or hold himself/herself out as a police officer in carrying out or in performing any of his/her duties as an Employee of Employer.

EMPLOYEE:

_____
Employee Name

Dated:_____

Subscribed and Sworn to Before Me
On:_____

_____
Notary Public

County of _____, State of Illinois

My Commission Expires:

EMPLOYER:

_____
Name of Employee

Address: _____

_____

_____

_____
Authorized Representative

_____
Signature

_____
Title

_____
Phone Number

_____
Facsimile Number

_____
Dated

EMPLOYER TO FILL IN:

Location of Work:_____

Days to be worked: _____

Describe work to be performed: _____

_____

_____

INDEMNITY AND HOLD HARMLESS AGREEMENT FROM OUTSIDE EMPLOYER FOR VILLAGE OF WINNEBAGO POLICE OFFICER

Lexipol Policy No. 1039

_____("Employer") isdesirousofemploying _____("Employee"), a Village of Winnebago Police Officer, on a part-time basis during his/her off-duty hours to act solely for and on behalf of the Employer and not in any way on behalf of the Village of Winnebago in connection with his/her employment as a police officer by the Village.

To the fullest extent permitted by law, Employer agrees to indemnify and hold harmless the Village of Winnebago, its Police Department, its elected and appointed officials, employees, and volunteers, and others working on behalf of the Village (collectively referred to herein as the "Village") from and against all losses, costs, expenses, damages, liabilities or claims, whether groundless or not, including, but not limited to, those arising out of bodily injury, sickness or disease (including death resulting at any time there from), false arrest, false imprisonment, assault and battery, violation of constitutional or civil rights (state and/or federal), personal injury, or any other damages which may be sustained or claimed by any person and any damage to or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of Employee while employed by or working on behalf of the Employer.

Employer agrees to maintain and provide evidence of public liability insurance in an amount not less than $1,000,000.00 and workers compensation insurance. Said liability insurance shall indemnify Employer and Employee against liability arising out of the acts or omissions of Employee and only while Employee is performing services for the Employer. The Village shall be named as an additional insured party under said liability insurance, and written proof of said coverage shall be provided to the village of Winnebago before Employee commences work with Employer. Further, the Village shall be provided with written evidence of annual or other time frame, renewal of such coverage so long as Employee is still working for Employer on a part-time basis, and with the Village of Winnebago on a full-time basis. Employer shall be responsible for reimbursement to the Village for costs and expenses of including, but not limited to, attorney fees in defending any such claim or any suit, action or proceeding which may be commenced against the Village relating to Employee's actions which shall be solely limited to actions which arose out of services Employee was performing for Employer. Employer shall pay any and all judgments which may be recovered in any such suit, action, or proceeding, and any and all expenses, including, but not limited to, costs, attorney's fees and settlement expenses which may be incurred which shall be solely limited to actions arising out of services Employee provided for Employer.

Employer acknowledges that Employee may not use his/her Village of Winnebago police officer uniform or any equipment provided to him/her as a police officer by the Village of Winnebago in performing his/her responsibilities to Employer. Employee may be called upon by the Village during off-duty hours for court appearances and other duties related to his/her employment as a police officer without prior notice, resulting in possible unavailability to work for Employer, and such terms are acceptable to the Employer. Employer shall be bound by any restrictions on outside employment currently in effect or hereafter promulgated by the Village of Winnebago Police Department.

Employee, in requesting approval for the outside employment by Employer, agrees to be bound by any rules, regulations, or orders promulgated by the Village of Winnebago Police Department regarding outside employment, and agrees that he/she will not wear his/her police uniform or use any equipment or material provided by the Village without the Village's approval, or hold himself/herself out as a police officer in carrying out or in performing any of his/her duties as an Employee of Employer.

EMPLOYEE:

_____
Employee Name

Dated:_____

Subscribed and Sworn to Before Me
On:_____

_____
Notary Public

County of _____, State of Illinois

My Commission Expires:

EMPLOYER:

_____
Name of Employee

Address: _____

_____

_____

_____
Authorized Representative

_____
Signature

_____
Title

_____
Phone Number

_____
Facsimile Number

_____
Dated

EMPLOYER TO FILL IN:

Location of Work:_____

Days to be worked: _____

Describe work to be performed: _____

_____

_____

Agenda Item Executive Summary

Item Name	Line-Item Transfers November 2024	Committee or Board	Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

Staff is recommending the village board make the following line-item transfers to cover specific needs that arose throughout the year. These adjustments do not affect the overall budget's bottom line; rather, they reallocate funds that have been unspent between line items to address unexpected costs. To maintain financial transparency, staff has provided a list of the primary factors impacting the proposed line-item transfers:

- **Extra Pay Period:** An additional pay period (27 instead of 26) was required, which was not anticipated at the beginning of the year.
- **Audit Costs:** Transfers from contingencies to cover unbudgeted audit fee increases.
- **Temporary Wage Adjustments:** Temporary wage increases were approved early in the year (January/February) due to staff turnover.
- **New Employee Professional Memberships:** Transfers to cover the cost of professional associations and memberships for new staff members.
- **Unbudgeted Sewer Increases:** Adjustments to account for unexpected sewer cost increases.
- **Inflationary Costs:** Coverage for general inflation-driven expenses.
- **Miscellaneous Small Transfers:** Smaller transfers to ensure all accounts align with actual spending needs.

These transfers are about managing budget flexibility within approved limits, ensuring we stay within our total budget allocation.

ATTACHMENTS (PLEASE LIST)

Proposed Line-Item Transfers

ACTION REQUESTED

☐For Discussion Only

☐Resolution

☐Ordinance

☒Motion:

MOTION: I MOVE TO APPROVE THE PROPOSED LINE-ITEM TRANSFERS AS PRESENTED.

Staff:	Dana Novinson, Village Treasurer	Date:	11/11/2024

Line Item Transfers as of November 2024

Fund 01	DEPT 41 ADMIN	2024 Budget Original	From (Credit)	To (Debit)	2024 Budget Proposed
01- 41-421	OFFICE SALARIES	24,353.00		15,000.00	39,353.00
01- 41-426	DEPUTY CLERK	48,401.00		2,600.00	51,001.00
01- 41-427	TREASURER	53,760.00	(3,760.00)		50,000.00
01- 41-429	VILLAGE ADMINISTRATOR	36,632.00	(6,632.00)		30,000.00
01- 41-451	HEALTH INSURANCE	28,834.00	(8,834.00)		20,000.00
01- 41-453	IDES/UNEMPLOYMENT INSURANCE	347.00		78.00	425.00
01- 41-521	WINGIS	625.00		275.00	900.00
01- 41-531	AUDIT	16,761.00		9,239.00	26,000.00
01- 41-532	ENGINEERING	5,000.00		2,000.00	7,000.00
01- 41-560	EMPLOYEE WELFARE	600.00		150.00	750.00
01- 41-561	DUES/MEMBERSHIPS/SUBSCRIP	1,700.00		400.00	2,100.00
01- 41-563	TRAINING/TUITION	2,000.00		500.00	2,500.00
01- 41-564	CONFERENCES	7,000.00	(2,000.00)		5,000.00
01- 41-593	EQUIP/SOFTWARE MAINT/LEASE	11,949.00		3,051.00	15,000.00
01- 41-594	IML/RENEWAL CONTRIBUTION	6,500.00		2,420.24	8,920.24
01- 41-653	BUILDING WATER USAGE	350.00		90.00	440.00
01- 41-659	OFFICE SUPPLIES	3,500.00		500.00	4,000.00
01- 41-660	PRINTING	4,000.00	(2,000.00)		2,000.00
01- 41-701	SULLIVAN'S PAYBACK AGREEMNT	20,840.00	(243.00)		20,597.00
01- 41-832	CONTINGENCY	16,450.00	(9,239.00)		7,211.00
01- 41-832	CONTINGENCY	7,211.00	(3,051.00)		4,160.00
01- 41-832	CONTINGENCY	4,160.00	(544.24)		3,615.76
TOTAL GENERAL ADMINISTRATIVE		300,973.00	(36,303.24)	36,303.24	300,973.00

Fund 01	DEPT 42 PUBLIC WORKS	2024 Budget Original	From (Credit)	To (Debit)	2024 Budget Proposed
01- 42-424	SUPERVISOR STREETS/FLEETS	66,150.00		4,850.00	71,000.00
01- 42-451	HEALTH INSURANCE	29,450.00	(6,050.00)		23,400.00
01- 42-453	IDES/UNEMPLOYMENT INSURANCE	231.00		219.00	450.00
01- 42-461	ADM SOCIAL SECURITY	10,020.00		980.00	11,000.00
01- 42-463	ADM MEDICARE	2,344.00		207.50	2,551.50
01- 42-465	IMRF BENEFITS	13,214.00		1,333.26	14,547.26
01- 42-511	MAINT. SERVICE-BUILDING	17,500.00	(500.00)		17,000.00
01- 42-521	WINGIS	750.00	200.00		950.00
01- 42-552	TELEPHONE & INTERNET	5,000.00	(500.00)		4,500.00
01- 42-651	OPERATING SUPPLIES/MISC. EXPEN	8,000.00		1,760.24	9,760.24
01- 42-655	FUEL/GREASE/OIL	20,000.00	(2,500.00)		17,500.00
01- 42-831	LARGE EQUIP. PURCHASE-FIXED AS	-		33,000.00	33,000.00
01- 42-959	TRANSFER OUT	97,000.00	(33,000.00)		64,000.00
TOTAL STREET DEPARTMENT		269,659.00	(42,350.00)	42,350.00	269,659.00

Line Item Transfers as of November 2024

Fund 01	DEPT 43 POLICE	2024 Budget Original	From (Credit)	To (Debit)	2024 Budget Proposed
01- 43-421	OFFICE SALARIES	7,500.00	(2,175.00)		5,325.00
01- 43-422	POLICE CHIEF	105,000.00		2,200.00	107,200.00
01- 43-452	HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00		1,000.00	3,000.00
01- 43-453	IDES/UNEMPLOYMENT INSURANCE	966.00		234.00	1,200.00
01- 43-521	WINGIS	310.00		140.00	450.00
01- 43-553	CELL PHONES	3,780.00		320.00	4,100.00
01- 43-594	IML/RENEWAL CONTRIBUTION	31,000.00	(2,000.00)		29,000.00
01- 43-653	POLICE GARAGE WATER USAGE	150.00		200.00	350.00
01- 43-660	PRINTING	500.00		81.00	581.00
TOTAL POLICE		151,206.00	(4,175.00)	4,175.00	151,206.00

Fund 17	COMMUNITY DEVEL. EXPENSE	2024 Budget Original	From (Credit)	To (Debit)	2024 Budget Proposed
17- 47-421	OFFICE SALARIES	5,614.00		386.00	6,000.00
17- 47-451	HEALTH INSURANCE	8,175.00	(4,886.00)		3,289.00
17- 47-530	PROFESSIONAL FEES	2,000.00		4,000.00	6,000.00
17- 47-532	ENGINEERING	3,500.00		500.00	4,000.00
TOTAL COMMUNITY DEVELOPMENT		19,289.00	(4,886.00)	4,886.00	19,289.00

Line Item Transfers as of November 2024

Fund 51	O & M EXPENSE	2024 Budget Original	From (Credit)	To (Debit)	2024 Budget Proposed
51- 44-421	OFFICE SALARIES	82,160.00	(3,160.00)		79,000.00
51- 44-423	PART-TIME WAGES	5,600.00		1,400.00	7,000.00
51- 44-428	PUBLIC WORKS WAGES	90,682.00		4,318.00	95,000.00
51- 44-429	VILLAGE ADMINISTRATOR	36,632.00	(10,632.00)		26,000.00
51- 44-451	HEALTH INSURANCE	34,180.00	(14,934.00)		19,246.00
51- 44-512	OFFICE & COMPUTER EQUIPMENT	13,000.00	(3,000.00)		10,000.00
51- 44-519	MAINTENANCE SERVICE - EQUIPTME	17,500.00		2,500.00	20,000.00
51- 44-521	WINGIS	2,000.00		202.00	2,202.00
51- 44-533	CELLULAR METER MONTHLY FEES	12,000.00		980.00	12,980.00
51- 44-541	METER UPGRADE	55,000.00		3,000.00	58,000.00
51- 44-543	ALARM SYS./TELEPHONE/INTERNET	7,000.00	(300.00)		6,700.00
51- 44-551	POSTAGE	15,000.00	(2,000.00)		13,000.00
51- 44-554	PUBLISHING/ADVERTISMENTS	1,500.00	(500.00)		1,000.00
51- 44-563	TRAINING/TUITION	2,500.00	(500.00)		2,000.00
51- 44-571	NI GAS / WELLS	4,500.00	(2,000.00)		2,500.00
51- 44-573	GARBAGE	220,596.00		3,104.00	223,700.00
51- 44-576	COM ED **	20,000.00		4,000.00	24,000.00
51- 44-579	WATER ANALYSIS	7,500.00	(2,500.00)		5,000.00
51- 44-593	EQUIP/SOFTWARE MAINT/LEASE	7,500.00		1,000.00	8,500.00
51- 44-594	IML/RENEWAL CONTRIBUTION	18,000.00	(600.00)		17,400.00
51- 44-651	OPERATING SUPPLIES/MISC. EXPEN	55,000.00		15,000.00	70,000.00
51- 44-653	BUILDING WATER USAGE	750.00		450.00	1,200.00
51- 44-655	FUEL/GREASE/OIL	20,000.00	(2,000.00)		18,000.00
51- 44-656	CHEMICALS	7,500.00	(1,500.00)		6,000.00
51- 44-659	OFFICE SUPPLIES	-		2,000.00	2,000.00
51- 44-660	PRINTING	4,800.00	(1,300.00)		3,500.00
51- 44-701	SULLIVAN'S PAYBACK AGREEMNT	6,950.00		250.00	7,200.00
51- 44-703	RECAPTURE FEES	18,000.00	(13,427.50)		4,572.50
51- 44-831	LARGE EQUIP. PURCHASE-FIXED AS	12,000.00	20,149.50		32,149.50
TOTAL O & M		777,850.00	(38,204.00)	38,204.00	777,850.00

Agenda Item Executive Summary

Item Name	Strategic Planning Update	Committee or Board	Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

Following a Kickoff meeting with the village and Northern Illinois Center for Governmental Studies (NIU CGS), the Village is entering the Stakeholder Engagement portion of the process. This will include the following:

- **Stakeholder Focus Groups**: Conducted in December 2024, including residents, businesses, and civic organizations/taxing bodies. *Trustees are encouraged to recommend residents for participation in focus groups to Village Administrator.*
- **Board of Trustee and Department Head Interviews**: Scheduled for January/February 2025
- **Strategic Planning Leadership Workshop**: Will be a full day, either Wednesday 3/12 or Saturday 3/15.

The attached timeline includes a more detailed breakdown of this process and the next steps.

ATTACHMENTS (PLEASE LIST)

NIU Tentative Schedule

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

MOTION:

Staff:	Joseph Dienberg, Village Administrator	Date:	11/11/2024

Village of Winnebago

Strategic Planning Process

Fall/Winter 2024

Updated November 4, 2024

Main contact(s): Joey Dienberg, jdienberg@villageofwinnebago.com

Stakeholder Focus Groups

- ✓ The ideal size for the focus groups is 12-15 but may be slightly smaller or larger depending on group, approximately 60-90 minutes each.
- ✓ NIU-CGS shared a sample focus group invite template that can be used/modified.
- ✓ NIU-CGS asks Village staff to determine participants and send invitations when dates are confirmed. If available, send list of participants to CGS ahead of focus groups.
- ✓ ***Logistical and setup needs for focus groups can be found on page 4.***

- Date/Time: *Tuesday, December 10, 2024* OR *Wednesday, December 11, 2024* } **HELD**
- Location: *TBD*

SUGGESTED Focus Group Schedule:

- ❖ 10:00 a.m. – 11:30 a.m.
  Front- and Mid-line Village Staff *(can also be conducted on the same day as leadership interviews and Department Head Prep session, if preferred)*

- ❖ 1:00 p.m. – 2:30 p.m.
  Civic/Intergovernmental Institutions (e.g., secular community, non-profits, School District, Library District, etc.)

- ❖ 3:00 p.m. – 4:30 p.m.
  Business Community (cross-section of varying size, industry, tenure, etc.)

- ❖ 5:00 – 6:30 p.m.
  Invitational Resident (cross-section of residents including diversity in age, gender, race, geography, residential tenure, etc.)

Board of Trustee and Leadership Interviews

- ✓ Interviews for the Village Administrator and Village President are 45-60 minutes each, 30 minutes for each Trustee interview with 15-minute buffer (i.e., 9:00 – 10:00 a.m., 10:15 a.m. – 11:00 a.m., etc.). **CGS is flexible if earlier or later afternoon slots are needed but preference is to keep them within the suggested dates.**
- ✓ NIU-CGS will set up the Microsoft Teams/Zoom link and **Village will share preferred Board emails** (phone call is also an option). **CGS will send an introductory email and share the calendar invites directly with the participants.**
- ✓ New Board members may want an interview, CGS will conduct if so and add an asterisk to appendix of report.

  - Date/Time: January 22, 2024 OR January 23, 2024
  - Location: Virtual, via Microsoft Teams or Zoom, interviews can also be in person if preferred. *If in person, would like to line up for one day if possible.*

SAMPLE SCHEDULE

Name, Title	Email Address/Phone Number	Interview Date/Time	Meeting Link or Location
Joey Dienberg, Village Administrator (60 minutes)	jdienberg@villageofwinnebago.com		
Frank Eubank, Village President (45-60 minutes)			
Board of Trustees (30 minutes each)			
Sally Jo Huggins, Village Clerk			
Adam Lefevre			
Andrew Smith (new Trustee)			
Jason Ackerman			
John Kim (new Trustee)			
Michael McKinnon			
Riley Pitney			

Department Head Interviews

- ✓ Individual interviews with each department head/senior-level staff member. The interviews are an opportunity to hear from each department leader more about their roles, challenges, and priorities. The NIU-CGS staff will also share the agenda for the workshop and discuss the roles and expectations of participants. These interviews should include those who will be at the strategic planning leadership workshop.

Name, Title	Email Address/Phone Number	Interview Date/Time	Meeting Link
Department Head Interviews (30 minutes each)			
Chad Insko, Public Works Director			
Jeff White, Chief of Police			
Dana Novinson, Treasurer			
Kelly Symonds, Deputy Clerk			
Nicholas Haff, Police Sergeant			

Strategic Planning Leadership Workshop

- ✓ **Participants include:** Senior-level leadership/department heads and Board of Trustees.
- ✓ CGS will send a prep packet for workshop participants 7-10 days before workshop.
- ✓ Need 5-6 contact hours, Village preference is full weekday or Saturday option.
- ✓ ***Logistical and setup needs for the strategic planning workshop can be found on page 4.***

  - Date/Time: *Wednesday, March 12, 2025*
    OR
    Saturday, March 15, 2025
  - Location: *TBD – Away from main offices, if possible*

Full Weekday OR Saturday Option – PREFERRED

- Setup – 8:30 a.m.
- Start at 9:00 a.m.
- Lunch, approximately 12:00 p.m.
- Finish at approximately 3:00 p.m.

Action Planning Launch

Occurs after the strategic planning workshop and timing is contingent based on the time frame to complete the goal ranking survey process. Participants include: Senior-level leadership/department heads.

- Date/Time: *TBD*
- Location: *Virtual or in-person options available**

Logistics and Setup Needs

Focus Groups

Focus groups can be conducted in person or virtually, via Zoom. For virtual focus groups, the organization will be responsible for identifying focus group participants and coordinating meeting invites. NIU-CGS will set up the virtual meeting link and share with the organization for distribution to participants.

For in-person focus groups, the organization will be responsible for securing a location, identifying focus group participants, and coordinating meeting invites. The setup and materials needed for in-person focus group sessions are listed below.

- **Setup Needs**
  - Light refreshments provided by the organization
  - U-shape setup

- **Supplies Needed**
  - Two sturdy flip chart easels
  - Two to three 3-M **sticky** large flip chart paper pads
  - A box of fresh markers (colored and black are good)
  - Sheets of light card stock that can be used for name tents/plates



3-M Sticky, 25 in. x 30 in., White, 30 Sheets/Pad

Leadership Interviews

The interviews with the Village's leadership will be held virtually via Microsoft Teams or Zoom unless otherwise noted or preferred. NIU-CGS will set up the virtual meeting link and/or ask for the preferred phone number or email address for interviewees. CGS will share the link to each individual interviewee or other designated staff to share with the interviewees and update the schedule above to show all confirmed components. If in person, CGS will work with Village to determine location and logistics.

Strategic Planning Leadership Workshop

The organization will be responsible for securing an off-site location that can accommodate all workshop participants, including project facilitators, for a large group session and two to three breakout rooms or spaces.

- **Setup Needs**
  - Breakfast/lunch/and/or dinner and other refreshments provided by the organization
  - U-shape setup
  - Two to three breakout rooms
  - The location will need to have technological capabilities (Power Point, computer, projector)



U-Shape Setup

- **Supplies Needed**
  - Two sturdy flip chart easels
  - Two to three 3-M **sticky** large flip chart paper pads
  - A box of fresh markers (colored and black are good)
  - Sheets of light card stock that can be used for name tents/plates

Action Planning

This session includes the organization's administrative leadership, lasts approximately one and a half to two hours, and can be held virtually or at the organization's administrative office. In-person setup needs are a U-shape with CGS facilitators using a computer and screen to capture the action planning conversation in real time.

- **Setup and Supply Needs**
  - U-shape setup
  - Computer, projector, screen, and Power Point capabilities

Additional Notes:

The organization will be responsible for securing and reviewing meeting sites with the NIU-CGS project team. The organization will coordinate with NIU-CGS all notices, invitations, postings, room setups, and refreshments for all workshops and project sessions. The organization will also be responsible for reviewing, securing, and directly covering any costs for facilities and refreshments, including technology or equipment, supplies and/or other ancillary logistical items.

***The Village should check with its legal counsel to make sure all meeting postings are consistent with any Open Meetings Act procedures.**

Agenda Item Executive Summary

Item Name	Delta Dental & Delta Vision 2025 Premiums	Committee or Board	Board of Trustees

BUDGET IMPACT			
Amount:	(Dental Premium Increase of 2.9%, a monthly increase of $ 12.02	*Budgeted:*	In Process
List what fund:	Based on current census of participants: Increase per month for Police $8.21, Streets $1.53, O&M $1.06, Gen Admin $ 1.21		

EXECUTIVE SUMMARY

On October 24, 2024, the Village of Winnebago received the Renewal Rates for 2025 for the dental and vision plans through Delta Dental. The increase for the dental benefits was 2.9%, the last increase was in 2022.

ATTACHMENTS (PLEASE LIST)

Delta Dental Rate Increase Letter dated October 24, 2024

ACTION REQUESTED

☐For Discussion Only

☐Resolution

☐Ordinance

☒Motion:

MOTION:
I move to accept the January 1, 2025 -December 31, 2026 Delta Dental and Delta Vision renewal rates.

Staff: *Kellie Symonds* Date: 11/07/2024

DELTA DENTAL

October 24, 2024

000340

KELLIE SYMONDS
THE VILLAGE OF WINNEBAGO
108 WEST MAIN STREET
WINNEBAGO, IL 61088

Renewal for The Village Of Winnebago, Group #37624

Thank you for choosing Delta Dental of Illinois as your dental benefits carrier. Oral health is key to overall health, and preventive care is vital to good oral health. We're delighted to provide your group with dental coverage to help your employees get the oral health care they need, and especially pleased to partner with your group to help ensure your employees and their covered dependents have a lifetime of healthy smiles.

We are pleased to present Delta Dental of Illinois' renewal package for The Village Of Winnebago, Group #37624. Renewal rates for your selected plan/s and coverage/s are below.

Renewal and Current Rates – Delta Dental of Illinois
Rates are effective: January 1, 2025- December 31, 2026

Delta Dental PPO	Current Rates	Renewal Rates
Single	$31.80	$32.75
Single+1	$63.60	$65.51
Family	$92.07	$94.83

**The rates include Delta Dental of Illinois' expected tax imposed by the Affordable Care Act (ACA), which is 1.2%. This percentage will be evaluated during the year and may be adjusted if necessary.*

Renewal and Current Rates – DeltaVision®
Rates are effective: January 1, 2025- December 31, 2026

DeltaVision®	Current Rates	Renewal Rates
Single	$7.21	$7.35
Single+1	$14.05	$14.33
Family	$21.06	$21.48

DeltaVision® is provided by ProTec Insurance Company, a wholly-owned subsidiary of Delta Dental of Illinois, in association with EyeMed Vision Care networks.

Smart Option Non-Benefit Eligible Employees
Delta Dental of Illinois strives to help all of your employees as healthy as possible. Individuals with dental insurance go to the dentist more than those without to get the oral health care services they need. Consider our dental plans for Illinois individuals and families for your non-benefit eligible employees. Please visit deltadentalil.com and select Shop for Plans for more details on our individual product offerings.

ACA/EHB rider option
Groups with 50 or fewer employees can choose to add the Delta Dental of Illinois Individual Kids Preferred Plan as an ACA rider to their plan. The Individual Kids Preferred Plan uses the Delta Dental PPO network with an Exclusive Provider Feature where benefits are paid only when a member uses a Delta Dental PPO dentist. Delta Dental PPO dentists cannot bill members for charges over the PPO allowed amount. Please contact us if you'd like a quote.

Wellness: Plan Enhancements
All of our Delta Dental PPO and Delta Dental Premier plans include coverage for implant therapy and posterior composites (tooth-colored fillings on back teeth) and our Enhanced Benefits Program. This program enhances coverage for individuals who have specific health conditions that can be positively affected by additional oral health care. Conditions include diabetes, pregnancy, periodontal disease, high-risk cardiac conditions, kidney disease, cancer-related chemotherapy and radiation, and suppressed immune systems.

You can also visit deltadentalil.com/oralhealth for a host of oral health resources.

We value your business. We have enjoyed our business partnership and look forward to continuing our relationship. If you have any questions, please contact me. **If we do not receive a signed letter from you by December 15th, Delta Dental of Illinois will assume you agree to the proposed rates for your existing benefit plans and renew your existing benefit plans.**

Sincerely,
Delta Dental of Illinois Small Group Team
630-718-4996
smallgroupteam@deltadentalil.com

DELTA DENTAL

Proposed Renewal Acceptance Page for Existing Plan Design

1. The proposed renewal rates will be in effect for the following time period: January 1, 2025 – December 31, 2026.

2. All of our standard processing policies, limitations and exclusions apply.

3. Please acknowledge your acceptance of these terms and rates by signing below and returning this page. You can fax or email a copy of this letter to Delta Dental of Illinois Small Group Team at 630-983-4523 or smallgroupteam@deltadentalil.com.

If we do not receive a signed letter from you by December 15th, Delta Dental of Illinois will assume you agree to the proposed rates and renew your existing benefit plan.

AGREED AND ACCEPTED:

The Village Of Winnebago, Group #37624

By: _____ Date: _____

Title: _____

Agenda Item Executive Summary

Item Name	Office Structure and Possible Current Employee(s) Compensation and Title Adjustments	Committee or Board	Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

This item will be discussed in closed session Pursuant to 5 ILCS 120/2(c)(1), regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

ATTACHMENTS (PLEASE LIST)

CLOSED SESSION PACKET TO BE DISTRIBUTED IN MEETING

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

MOTION:

Staff:	Joseph Dienberg, Village Administrator	Date:	11/11/2024

Agenda Item Executive Summary

Item Name	Possible Title Change of Police Department Employee Based on Evaluation of Performance of Duties.	Committee or Board	Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

This item will be discussed in closed session Pursuant to 5 ILCS 120/2(c)(1), regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

ATTACHMENTS (PLEASE LIST)

CLOSED SESSION PACKET(S) TO BE DISTRIBUTED IN SEPERATELY

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

MOTION:

Staff:	Joseph Dienberg, Village Administrator	Date:	11/11/2024

Agenda Item Executive Summary

Item Name	602 N ELIDA STREET SPECIAL USE PERMIT	Committee or Board	Village Board

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

Olson Funeral and Cremation Services plans to operate a crematory at the Genandt Chapel, 602 N Elida St., recently acquired as their sixth location in Northern Illinois. The Village of Winnebago's zoning ordinance permits crematories in the Business District as a special use. Following a public hearing and Zoning Board meeting on October 28th, a 4-0-1 vote recommended approving a Special Use Permit with conditions to ensure compliance with federal, state, and local regulations, including emissions controls. Additionally, following the meeting, The Zoning Board Chairman suggested modifying a condition to specify visible emissions "with the exception of heat." Further details are outlined in the attached memorandum.

ATTACHMENTS (PLEASE LIST)

Ordinance, Staff Memo, Site Plan, Supporting Documents

ACTION REQUESTED

☐For Discussion Only

☐Resolution

☒Ordinance

☒Motion:

MOTION: I move to approve Ordinance 2024-__, for a Special Use Permit to operate a crematory on the property commonly known as 602 N. Elida Street (PIN: 14-08-226-015) be granted.

Staff: Joseph Dienberg, Village Administrator Date:

ORDINANCE NO. 2024

ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A CREMATORY AT 602 N. ELIDA STREET, WINNEBAGO, ILLINOIS

WHEREAS, on August 12, 2024, the Village of Winnebago Board of Trustee passed Ordinance No. 2024-18, providing for a crematory to be a Special Permitted Use in the Village's District No. 3--General Business District; and

WHEREAS, on or about October 28, 2024, the required public hearing was held on whether or not a Special Use Permit should be granted for a crematory at 602 N. Elida St., Winnebago, IL; and

WHEREAS, the Village Zoning Board of Appeals voted at the Zoning Board Meeting immediately following the aforesaid public hearing to recommend the granting of a Special Use Permit for a crematory at 602 N. Elida St., Winnebago, IL, subject to certain restrictions and conditions; and

WHEREAS, the Village Board of Trustees believe it is in the best interest of the citizens to allow a Special Use Permit for a crematory to be part of the aforesaid property.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Winnebago, Illinois:

SECTION I

A Special Use Permit for a crematory under District No. 3--General Business District shall be and hereby is granted for the following described premises located at 602 N. Elida St., Winnebago, IL, to -wit:

Legal Description:

PART OF BLOCKS FIVE (5) AND SIXTEEN (16) AS DESIGNATED UPON THE PLAT OF CANAL TRUSTEE'S ADDITION TO THE TOWN OF WINNEBAGO, THE PLAT OF WHICH ADDITION IS RECORDED IN BOOK 32 OF DEEDS ON PAGE 320 IN THE RECORDER'S OFFICE OF WINNEBAGO COUNTY, ILLINOIS, BOUNDED AND DESCRIBED AS FOLLOWS, TO-WIT: COMMENCING AT THE SOUTHEAST CORNER OF SAID BLOCK SIXTEEN (16); THENCE NORTH 00 DEGREES 00

MINUTES 00 SECONDS EAST, ALONG THE EAST LINE OF SAID BLOCK SIXTEEN (16), A DISTANCE OF 562.07 FEET; THENCE SOUTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, PERPENDICULAR TO THE EAST LINE OF SAID BLOCK SIXTEEN (16), A DISTANCE OF 7.00 FEET TO A LINE PARALLEL WITH AND 40.00 FEET WEST OF THE CENTERLINE OF COUNTY HIGHWAY 16 (ELIDA STREET), SAID POINT BEING THE POINT OF BEGINNING OF THE FOLLOWING DESCRIBED PREMISES, TO- WIT: THENCE SOUTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, PERPENDICULAR TO THE EAST LINE OF SAID BLOCK SIXTEEN (16), A DISTANCE OF 470.09 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, PARALLEL WITH THE EAST LINE OF SAID BLOCKS FIVE (5) AND SIXTEEN (16), A DISTANCE OF 217.93 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, PERPENDICULAR TO THE EAST LINE OF SAID BLOCKS FIVE(5) AND SIXTEEN(16), A DISTANCE OF 470.09 FEET, TO A LINE PARALLEL WITH AND 40.00 FEET WEST OF THE CENTERLINE OF SAID COUNTY HIGHWAY 16 (ELIDA STREET); THENCE SOUTH 00 DEGREES 00 MINUTES 00 SECONDS WEST, ALONG SAID LINE, 217.93 FEET TO THE POINT OF BEGINNING; SITUATED IN THE COUNTY OF WINNEBAGO AND STATE OF ILLINOIS.

with a recommendation for such Special Use Permit having previously been received by the Village Board from the Village Zoning Board of Appeals, with suggested conditions and restrictions.

The owner of record of the property is Olson Funeral and Cremation Services, Ltd., and the Property Identification Number (P.I.N) is 14-08-226-015.

SECTION II

The report of recommendation made by said Zoning Board of Appeals to the Village of Winnebago Board of Trustees to grant a Special Use Permit for a crematory for the property located at 602 N. Elida St., Winnebago, IL, zoned as District No. 3--General Business District in the Village of Winnebago pursuant to, and conditioned upon, compliance by the owner with the conditions and restrictions of the Special Use Permit as referenced in the attached Exhibit "A", which list of conditions and restrictions is incorporated herein, and made a part hereof, shall be, and hereby is, in all respects approved and confirmed.

SECTION III

In the event construction of such crematory has not commenced within one year after the date of approval, the Zoning Board of Appeals shall review such matter and recommend to the Village Board whether or not the Special Use Permit should be revoked or continued. The applicant, upon revocation, shall be liable for all fees and costs incurred by the Village resulting from such failure to comply with the time limits established above including, but not limited to, engineering, legal, and other professional fees and costs, which fees and costs shall be in addition to any other fees and costs.

SECTION IV

This ordinance shall take effect upon its passage and approval, and the original of the same shall be recorded with the Winnebago County Recorder's Office.

APPROVED:

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

ATTEST:

_____
Sally Jo Huggins Village Clerk

PASSED: _____
APPROVED: _____
RECORDED: _____

PREPARED BY:
Attorney Mary J. Gaziano
Village Attorney

SPECIAL USE PERMIT FOR CREMATORY AT 602 N. ELIDA STREET, WINNEBAGO, IL (P.I.N. 14-08-226-015), SUBJECT TO THE FOLLOWING RESTRICTIONS WHICH ARE NOT INTENDED TO IMPEDE OR RESTRICT NORMAL AND CUSTOMARY FUNERAL HOME OPERATIONS OUTSIDE OF CREMATION:

1. The crematory apparatus, and the operation of the crematory, shall at all times comply with all applicable federal and State of Illinois regulations.
2. The crematory operation shall at all times adhere to the applicable regulations of the Village of Winnebago Unified Development Ordinance, included but not limited, to Sections 6.06.01(2) and 6.07.01(1)(a)-(i).
3. The cremation process shall take place in a fully enclosed building, with no process visibility from outside the perimeter of the subject property.
4. The cremation process shall not generate visible emissions more than 50 feet from the property line, with the exception of heat emissions. In recognition of potential rare operational factors, the Grantee of the Special Use Permit, and any successor, shall maintain equipment and practices designed to minimize visible emissions in line with manufacturer recommendations to uphold emission control standards.
5. The cremation process shall not generate audible emissions or detectable odors beyond 50 feet from the property line under standard operating conditions. Occasional faint odors, comparable to a residential fireplace, may occur under rare circumstances. The Grantee of the Special Use Permit, and any successor, shall maintain equipment and practices designed to minimize audible emissions or detectable odors in line with manufacturer recommendations to uphold emission control standards.

Exhibit "A"
(P. 1 of 1)

VILLAGE OF WINNEBAGO
MEMORANDUM OF RECOMMENDATION

Prepared By:	Joseph Dienberg
Meeting Name:	Village Board of Trustees
Meeting Date:	November 11, 2024
Item Name:	602 N ELIDA STREET SPECIAL USE PERMIT

Background Information:

Olson Funeral and Cremation Services has requested to operate a crematory at the Genandt Chapel location, located at 602 N Elida St. The Genandt Chapel, built and annexed in the 1970s, was acquired by Olson Funeral and Cremation Services in early 2024, marking their sixth location in Northern Illinois. The Village of Winnebago's current zoning ordinance allows for the operation of a Crematory as a special permitted use in the Business Zoning District.

The Zoning Board has reviewed this request over multiple meetings and have no objections to the permit as presented. A Public Hearing was also held on October 28th. Some neighboring property owners attended to have their concerns addressed, and Mr. Olson assured them that the technology involved and the regulations around the industries will provide all necessary mitigations for any effects for neighboring properties.

Following the October 28th Zoning Public Hearing and subsequent Zoning Board meeting on the same night, the Zoning Board recommended in a 4-0-1 vote to recommend the following:

A Special Use Permit to operate a crematory on the property commonly known as 602 N. Elida Street (PIN: 14-08-226-015) be granted, subject to the following restrictions: which are not intended to impede or restrict normal and customary funeral home operations outside of cremation:

1. *The crematory apparatus, and the operation of the crematory, shall at all times comply with all applicable federal and State of Illinois regulations.*

2. *The operation of the crematory shall at all times comply with the applicable regulations contained in the Village of Winnebago Unified Development Ordinance, including, but not limited to, sections 6.06(2) and 6.07.01(a)-(i).*
3. *The cremation process shall take place in a fully enclosed building, and the process shall not be visible from outside the perimeters of the subject property.*
4. *Additionally, the cremation process shall not generate emissions that are visible more than 50 ft from the property line.*
5. *Furthermore, the cremation process shall not generate any emissions that can be heard, can be smelled, or can be felt from outside the perimeter of the subject property.*

It was further recommended by the Zoning Board Chairman in a phone call to the Village Administrator the day following the Zoning Board meeting that it may be beneficial in point #4, to add “with the exception of heat” to the language of the special use permit, as heat may be visible on a cold winter’s day.

Following the meeting, in an email from Mr. Olson on 11/4/2024, Mr. Olson shared the following comments listed in *italics* from the manufacturer:

1. **Compliance with Federal and State Regulations**
   "The crematory apparatus, and the operation of the crematory, shall at all times comply with all applicable federal and State of Illinois regulations."
   We agree with this condition and would like to note that hundreds of Matthews human cremation units operate successfully in Illinois under these same standards.
2. **Village of Winnebago Ordinance Compliance**
   "The operation of the crematory shall at all times comply with the applicable regulations contained in the Village of Winnebago Unified Development Ordinance, including, but not limited to, sections 6.06(2) and 6.07.01(a)-(i)."
   We couldn’t locate these specific sections online. If possible, could you provide the exact language of sections 6.06(2) and 6.07.01(a)-(i)? Alternatively, let us know if there are particular concerns we should address.
3. **Enclosed Operation and Visibility Requirements**
   "The cremation process shall take place in a fully enclosed building, and the process shall not be visible from outside the perimeters of the subject property."

Based on your project plans, we are confident that we are in full compliance with this requirement.

4. **Emissions Visibility Limit**

   "Additionally, the cremation process shall not generate emissions that are visible more than 50 ft from the property line."

   While our equipment is designed to minimize emissions, rare operational factors could occasionally lead to visible smoke. Our units, especially those equipped with the M-pyre system, are engineered to address this quickly, operating 99.02% of the time without visible emissions. The secondary chamber effectively neutralizes smoke and odor and includes a smoke detector (opacity sensor) to initiate correction if smoke is detected. With proper maintenance and operation, visible emissions are minimal.

5. **Odor and Noise Control**

   "Furthermore, the cremation process shall not generate any emissions that can be heard, smelled, or felt from outside the perimeter of the subject property."

   While audible emissions are not a concern, there could be rare instances, like visual emissions, when odors might be faintly detectable beyond 50 feet. To put this into perspective, occasional detectable odor can be similar to smoke from a residential fireplace, which may be noticeable beyond a certain distance. A slight adjustment to this language could better reflect realistic operating conditions while maintaining public health standards.

Recommendation:

With those recommendations, and staying in line with the intent of the Zoning Board, the Draft Ordinance includes the following language: To approve a Special Use Permit for Olson Funeral and Cremation Services to operate a crematory at 602 N. Elida Street (PIN: 14-08-226-015) with the following conditions, which are not intended to impede or restrict normal and customary funeral home operations outside of cremation:

1. **Compliance with Federal and State Regulations**

   The crematory apparatus and the operation of the crematory shall comply at all times with all applicable federal and State of Illinois regulations.

2. **Village Ordinance Compliance**

   The crematory operation shall adhere to the applicable regulations of the Village of

Winnebago Unified Development Ordinance, including, but not limited to, sections 6.06(2) and 6.07.01(a)-(i).

3. **Enclosed Operation**

   The cremation process shall occur within a fully enclosed building, with no process visibility from outside the perimeter of the subject property.

4. **Emissions Visibility Limit**

   The cremation process shall not generate visible emissions more than 50 feet from the property line, with the exception of heat emissions. In recognition of potential rare operational factors, Olson Funeral and Cremation Services shall maintain equipment and practices designed to minimize visible emissions in line with manufacturer recommendations to uphold emission control standards.

5. **Odor and Noise Control**

   The cremation process shall not generate audible emissions or detectable odors beyond 50 feet from the property line under standard operating conditions. Occasional faint odors, comparable to a residential fireplace, may occur under rare circumstances. Olson Funeral and Cremation Services shall maintain equipment to ensure compliance with this standard to the greatest extent possible.

Motion:

I move to approve Ordinance 2024-__, for a Special Use Permit to operate a crematory on the property commonly known as 602 N. Elida Street (PIN: 14-08-226-015) be granted.

(410 ILCS 18/10)

(Section scheduled to be repealed on January 1, 2029)

Sec. 10. Establishment of crematory and licensing of crematory authority.

(a) Any person doing business in this State, or any cemetery, funeral establishment, corporation, partnership, joint venture, voluntary organization or any other entity, may erect, maintain, and operate a crematory in this State and provide the necessary appliances and facilities for the cremation of human remains in accordance with this Act.

(b) A crematory shall be subject to all local, State, and federal health and environmental protection requirements and shall obtain all necessary licenses and permits from the Department of Financial and Professional Regulation, the Department of Public Health, the federal Department of Health and Human Services, and the Illinois and federal Environmental Protection Agencies, or such other appropriate local, State, or federal agencies.

(c) A crematory may be constructed on or adjacent to any cemetery, on or adjacent to any funeral establishment, or at any other location consistent with local zoning regulations.

(d) An application for licensure as a crematory authority shall be in writing on forms furnished by the Comptroller. Applications shall be accompanied by a fee of $100 and shall contain all of the following:

(1) The full name and address, both residence and business, of the applicant if the applicant is an individual; the full name and address of every member if the applicant is a partnership; the full name and address of every member of the board of directors if the applicant is an association; and the name and address of every officer, director, and shareholder holding more than 25% of the corporate stock if the applicant is a corporation.

(2) The address and location of the crematory.

(3) A description of the type of structure and equipment to be used in the operation of the crematory, including the operating permit number issued to the cremation device by the Illinois Environmental Protection Agency.

(4) Any further information that the Comptroller reasonably may require.

(e) Each crematory authority shall file an annual report with the Comptroller, accompanied with a $25 fee, providing (i) an affidavit signed by the owner of the crematory authority that at the time of the report the cremation device was in proper operating condition, (ii) the total number of all cremations performed at the crematory during the past year, (iii) attestation by the licensee that all applicable permits and certifications are valid, (iv) either (A) any changes required in the information provided under subsection (d) or (B) an indication that no changes have occurred, and (v) any other information that the Comptroller may require. The annual report shall be filed by a crematory authority on or before March 15 of each calendar year. If the fiscal year of a crematory authority is other than on a calendar year basis, then the crematory authority shall file the report required by this Section within 75 days after the end of its

fiscal year. If a crematory authority fails to submit an annual report to the Comptroller within the time specified in this Section, the Comptroller shall impose upon the crematory authority a penalty of $5 for each and every day the crematory authority remains delinquent in submitting the annual report. The Comptroller may abate all or part of the $5 daily penalty for good cause shown. The $25 annual report fee shall be deposited in the Comptroller's Administrative Fund.

(f) All records required to be maintained under this Act, including but not limited to those relating to the license and annual report of the crematory authority required to be filed under this Section, shall be subject to inspection by the Comptroller upon reasonable notice.

(g) The Comptroller may inspect crematory records at the crematory authority's place of business to review the licensee's compliance with this Act. The Comptroller may charge a $100 fee for the inspection of the licensee. The inspection must include verification that:

(1) the crematory authority has complied with record-keeping requirements of this Act;

(2) a crematory device operator's certification of training and the required continuing education certification are conspicuously displayed at the crematory;

(3) the cremation device has a current operating permit issued by the Illinois Environmental Protection Agency and the permit is conspicuously displayed in the crematory;

(4) the crematory authority is in compliance with local zoning requirements;

(5) the crematory authority license issued by the Comptroller is conspicuously displayed at the crematory; and

(6) other details as determined by rule.

(h) The Comptroller shall issue licenses under this Act to the crematories that are registered with the Comptroller as of on March 1, 2012 without requiring the previously registered crematories to complete license applications.

(i) Every license issued under this Act shall be renewed every 5 years for a renewal fee of $100 to be sent to the Comptroller. The renewal fee shall be deposited into the Comptroller's Administrative Fund. The Comptroller, upon the request of an interested person, or on his or her own motion, may issue new licenses to a licensee whose license or licenses have been revoked, if no factor or condition exists that would have warranted the Comptroller to refuse the issuance of the license.

(Source: P.A. 103-253, eff. 6-30-23.)

Matthews ENVIRONMENTAL SOLUTIONS

May, 14th 2024

Scott Olson
Olson Funeral and Cremation Service, Ltd.
2811 N MAIN STREET
ROCKFORD, IL 61103

Dear Mr. Olson,
In response to our recent conversation, the following are FAQ's that could arise as it relates to the installation of a cremation system:

Will there be smoke and odor?
Under normal operating conditions there will not be any smoke or odor. Our equipment protects against this by a large internal secondary chamber whereby the products of combustion are re-burned or cleansed prior to their discharge into the environment. It is equipped with a proactive opacity (visual) monitor. The opacity monitor is continuously scanning the existing gases and takes automatic action by turning off the cremation burner if the opacity reaches a level of 10%. For a lack of a better description, this would be similar to smoke wafting from the tip of a cigarette.

Is the equipment environmentally safe?
Yes. Matthews Environmental Solutions currently have over 5,000 installations globally and several units operating within the Caribbean region. The emission levels are well below permissible levels.

Will the facility be operating 24/7?
It will not. It's estimated to be idle or non-operational 66% of the time.

Will it be loud?
It will not. The noise emitted is similar, to an air conditioner running.

Will it decrease property values?
This argument has never been authenticated. Funeral Homes are typically located in residential or light commercially zoned areas as that is where they are to serve their community. Funeral Homes are typically the best maintained property.

Matthews Environmental Solutions
2045 Sprint Boulevard | Apopka, Florida 32703
O: 407-886-5533 | F: 407-886-5990 | www.matthewsenvironmentalsolutions.com

Matthews INTERNATIONAL
Matthews Environmental Solutions is a (MATW) Matthews International company

What about Mercury?
The subject of Mercury arises on occasion. The USEPA defines Mercury as a natural occurring element.
The reality is, Mercury from the cremation process is an insignificant source of Mercury emissions.
Unfortunately, there is so much inaccurate information on the Internet that some people will believe it to be true.

Sincerely,

HECTOR LA ROSA
ACCOUNT EXECUTIVE
MI, IN, IL, WI, MN
Matthews ENVIRONMENTAL SOLUTIONS

O: 407.886.5533 x 6184 | F: 412-224-4167
hlarosa@matw.com | MatthewsEnvironmentalSolutions.com
2045 Sprint Blvd | Apopka, FL 32703–7762
Matthews Environmental Solutions and Matthews Memorialization are (MATW) Matthews International companies.

Matthews ENVIRONMENTAL SOLUTIONS

May, 14th 2024

Scott Olson
Olson Funeral and Cremation Service, Ltd.
2811 N MAIN STREET
ROCKFORD, IL 61103

Dear Mr. Olson,

As a follow-up to your request, this letter will review some facts regarding the common placement of cremation equipment within a funeral related facility.

Matthews Cremation Division has been designing, manufacturing and installing combustion systems for a broad range of industries for over 70 years. We are recognized as the leader in cremation equipment, with over 4,500 installations throughout the United States and 50 countries. Our designs have been granted U.S. patents and have been adopted as industry standards for quality and performance. In addition, we are the largest service and repair organization, servicing all brands of cremation equipment.

Our company has been involved with the various fields of combustion for many years, and directly related to the cremation industry for over 52 years. We are a member in good standing with the Cremation Association of North America and became its first supplier member approximately 40 years ago.

As the largest manufacturer of cremation equipment, our company annually markets over 70% of our production to the funeral industry. Most funeral establishments are located in residential communities and/or light commercial areas, since they are there to serve the local population. The cremation equipment is installed within the funeral home and is generally considered by most zoning regulations to be an extension of existing business and/or services.

The equipment operates without smoke or odor, and each and every installation must be permitted by the environmental authorities for the city, state or province in which it is installed. The equipment we manufacture is Underwriters Laboratories (UL) listed, confirming maximum safety of both equipment and personnel.

In addition, in Canada our equipment is built to the standards of the Canadian Gas Association (CGA) and is inspected and approved by them for safety of both the electrical and gas control systems.

Each model manufactured by our company is tested by an independent testing laboratory against standards set forth by the federal government. Our equipment's emission levels are substantially lower than the allowable standards to ensure environmental quality. Residents of the area will not be aware the equipment is operating.

All machinery that performs combustion, whether automobiles or furnaces of any type (fireplaces or crematories), gives off byproducts referred to as *particulate matter*. Because of our equipment's high-quality standards, these byproducts are not visible, nor is there an odor of the material being combusted.

The equipment operates automatically and has built-in pollution detection equipment that constantly supervises the operation, safeguarding against pollution and environmental impact. Cycle time is approximately two hours. When this cycle time is multiplied by the annual frequency of use, the actual hours of operation become insignificant.

The cremation rate in **Illinois** is rising and it is of vital importance that these services be locally available to residents of the community of Winnebago, to help minimize cost to them and fulfilling their demands.

I appreciate your interest and concern regarding the basic information surrounding the installation of cremation equipment. Please feel free to distribute this letter of information to any individuals and/or group that might have interest.

Should you or others require additional information or have questions about anything in this letter, please call me using our toll-free number: 800-327-2831.

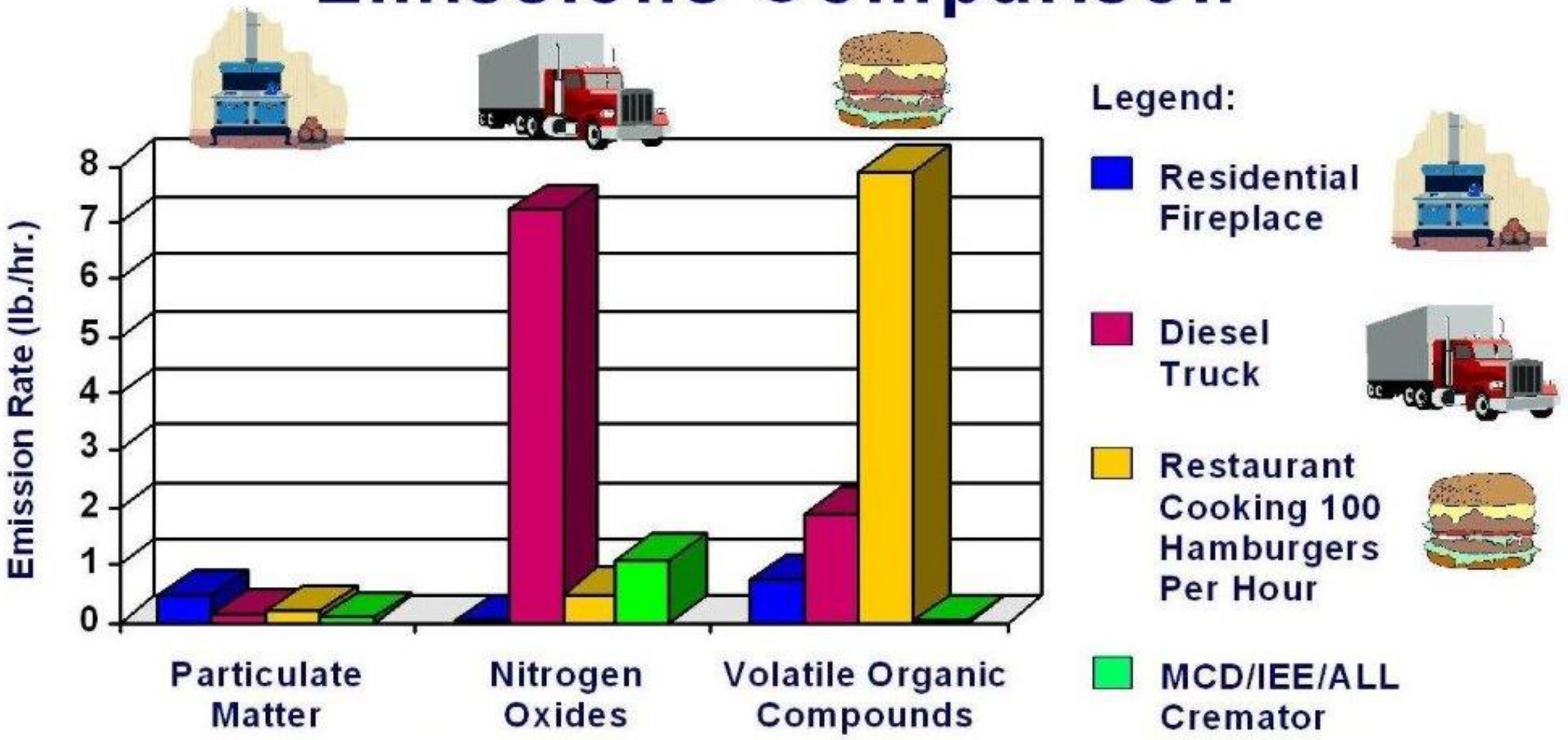
Yours very truly,

HECTOR LA ROSA
ACCOUNT EXECUTIVE
MI, IN, IL, WI, MN

Matthews ENVIRONMENTAL SOLUTIONS

O: 689 336 7713 | F: 412-224-4167
hlarosa@matw.com | MatthewsEnvironmentalSolutions.com
2045 Sprint Blvd | Apopka, FL 32703–7762
Matthews Environmental Solutions and Matthews Memorialization are (MATW) Matthews International companies.

Emissions Comparison



Matthews University
"Did You Know" ™ Educational Series
A Publication of Matthews Cremation
Issue No. 130

Emissions from Cremation Equipment

Does cremation equipment have unusual emissions?

No, emissions from crematories are similar to restaurants, vehicles and home fireplaces.

Since the 1990 Clean Air Act air pollution discussions have often included crematories. Knowing this, we have spent tremendous amounts of time and money to be certain we have accurate environmental data on the emissions from crematories. We have found in past dealings with the EPA, that our industry is misrepresented unless we have good quality information on which we can defend ourselves from over regulation.

Emissions from cremation equipment are the same types you might find from other very common sources of air pollution. Below you will find a brief description of the most common regulated pollutants from a crematory and a comparison to give a point of reference.

Particulates (PM) - Solid matter such as dust, soot, ash and other unburned particles from the human remains, cremation container and contents of the container.

Average Particulate Emissions *(Expressed in pounds per hour)*		
A	**Typical State Standard**	.39 lbs/hr
B	**Cremation with casket/container**	.08 lbs/hr
C	**Wood Stove**	.46 lbs/hr
D	**Restaurant Cooking 100 burgers/hr**	.18 lbs/hr
E	**Diesel Truck**	.14 lbs/hr

Carbon Monoxide (CO) - A gaseous pollutant resulting from the incomplete combustion of fuel, cremation container and human remains.

Average Carbon Monoxide Emissions *(Expressed in parts per million, PPM @ 7% oz)*		
A	**Typical State Standard**	.24 lb/hr
B	**Cremation with casket/container**	.06 lbs/hr
C	**Wood Stove**	3.5 lbs/hr
D	**Restaurant Cooking 100 burgers/hr**	Not Avail.
E	**Diesel Truck**	22 lbs/hr

As you can clearly see, emissions from cremation equipment are not unusual but rather common to our everyday life experiences. In addition, the actual emission levels of cremation equipment are surprisingly low to most people.

Cremation equipment that is properly designed, operated and maintained will be a "good neighbor" to the other businesses and people that come into contact with it.

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PowerPak I

The Basic Essential

- Smoke-Buster™ 138 Emission Control
- Ideal for New or Low-Volume Crematories
- Designed for 4 cremations per day
- Automatic operation, most fuel-efficient in its class



**Shown above with optional M-pyre® control panel

The Future Of Cremation

Matthews® ENVIRONMENTAL SOLUTIONS

Just Right for Your Business

The PowerPak I Cremation System is designed to meet the needs of low-volume cremation businesses that perform four or less cremations each day. Whether you're just starting out, or you're adding cremation as a new service for the families you serve, you want reliable equipment from a manufacturer you can trust. That's why we've taken our decades of field-proven innovation and experience and engineered them into every detail of the PowerPak I.

The PowerPak I is just right for your business. It's fully automated, and can be modified to work with our advanced M-pyre 2.0 remote operating and monitoring system. And because it's the fastest and most fuel-efficient cremator in its class, you'll save time and money that you can use to build your business for the future.

Ready To Go

The PowerPak I arrives at your doorstep ready to go. It comes pre-wired, pre-piped, and pre-tested. All you have to do is off-load your cremator, provide one connection for gas and one for electricity, and be prepared to accommodate the exhaust stack. That's it: as simple as one, two, three.

Automatic Operation

The self-monitoring control system simplifies the cremation process and allows your cremator to shut itself off upon completion of the cycle.

Operator Safety

We're serious about safety. That's why our cremators are tested and listed by Underwriter's Laboratories (UL).



The Future Of Cremation: Matthews Gives You More

Matthews is redefining the future of cremation. We offer a powerful partnership that gives you access to our global resources and combines all of our engineering talents. With more than 100 of years of experience and 4,500 installations in over 50 countries, we are the most trusted brand in cremation technology and service. Count on Matthews to help build your business for both today's challenges and tomorrow's opportunities.

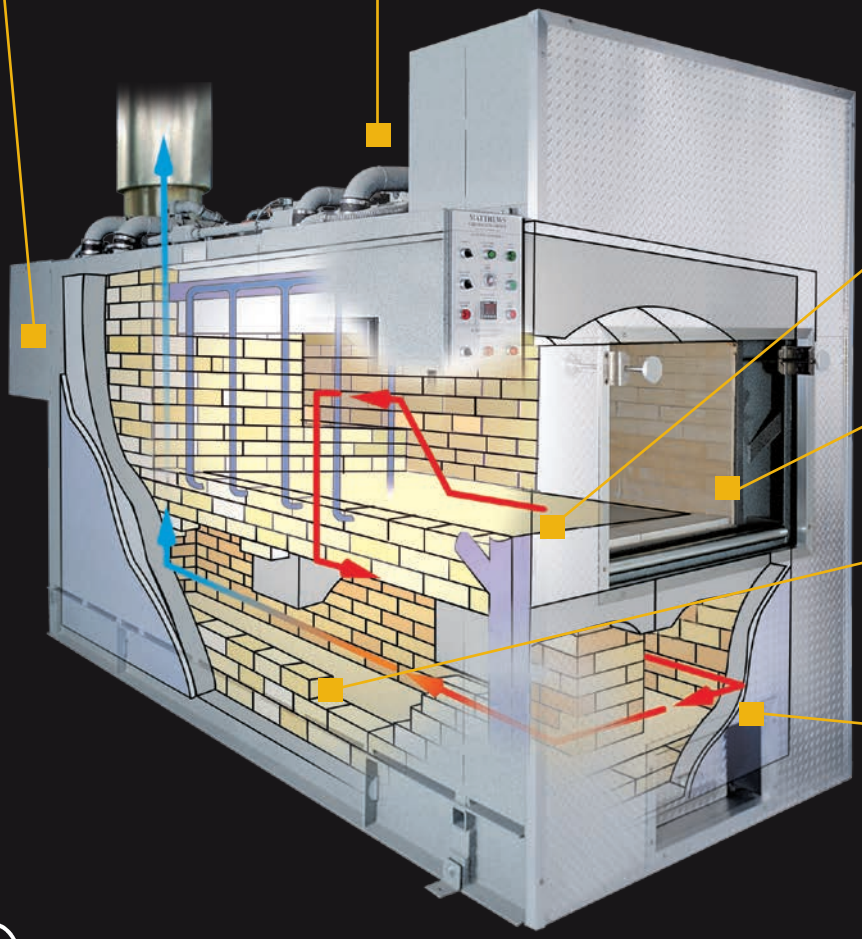
Visit us at MatthewsCremation.com.

Quiet Operation

Exclusive *Whisper Shield* allows operation without disturbing other services.

Angled Burners

Innovative burner design improves productivity and saves fuel.



Cremation Chamber Floor

Unique *Hot Hearth* design eliminates fluid runoff and minimizes fuel consumption.

Automatic Loading Door

Heavy-duty door opens and closes at the touch of a button.

Smoke Buster™ System

Advanced chamber airflow for complete combustion of smoke and odor.

Added Insulation

A full 12″ of multi-component material to increase operator safety and reduce heat loss & maintenance costs.

**Configuration above shown with basic control panel. Upgraded control panels are available.

The Power of Partnership

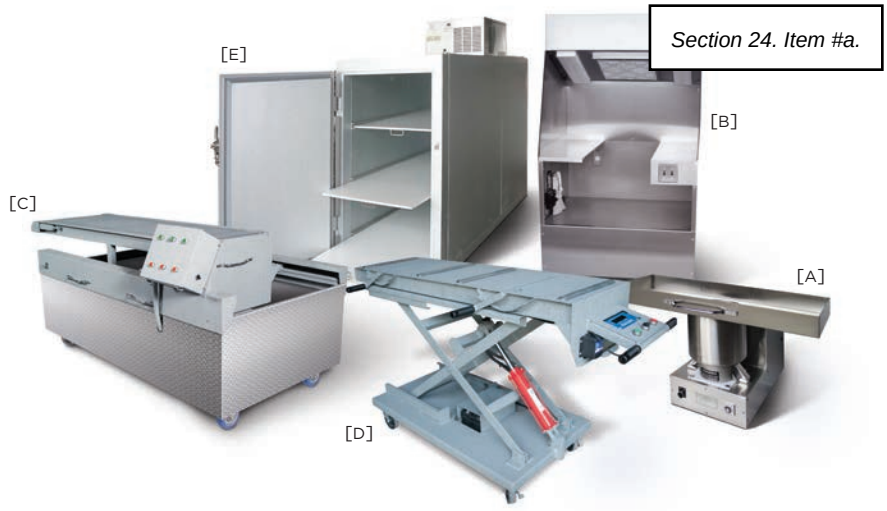
- Financial ROI Analysis
- Zoning and Permitting Support
- Operator Training and Certification
- 24/7 Customer Service and Support
- Custom Engineering and Design
- Facility Layout and Design
- Crematory Accessories and Supplies
- Leasing and Financing Options
- Turn-Key Installation

PowerPak I Specifications

Overall Height:	8’ 4” (2.54 m)
Overall Width:	6’ 5” (1.98 m)
Overall Length:	14’ 8” (4.47 m)
Weight:	23,400 lb. (10,614.1 kg)
Fuel:	Natural or L.P. Gas (Oil available)
Electrical:	230 volts, 1-phase/3-phase

Control panel can be located right, left or remote

Get the Most from Your Matthews Cremator



System Accessories

[A] ECP-200 Electric Cremated Remains Processor

- Reduces cremated remains to fit standard-sized urns
- Average processing time ≤ 30 seconds
- Quiet and dust-proof

[B] VPS-1 Processing Station

- Recovers dust when transferring cremated remains for operator safety
- Ventless design eliminates wall or ceiling openings
- Built-in overhead lighting adds convenience and safety
- Steel frame construction, finished with heavy-gauge stainless steel

[C] Auto-Loader

- Increases production and enhances operator safety
- Extends the cremation chamber floor life
- Offers a professional presentation during family viewing

[D] Hydraulic Lift Table - LT1BS

- Includes battery and scale

[E] Three-Body Cooler

- Safe storage until final disposition
- Thermostatically controlled system maintains constant temperature
- Removable shelves accommodate a mortuary cart or caskets

[■] M-pyre® 2.0

- Most advanced cremation technology through our M-pyre®2.0 system with intuitive logic control (ILC).
- Allows internet connection to enjoy the ability to remote preheat, monitor the cremator activity, view performance reports, track maintenance and communicate directly to your Matthews team.

Matthews® ENVIRONMENTAL SOLUTIONS

2045 Sprint Boulevard | Apopka, FL 32703
1.888.589.6197 | Fax: 1.407.886.5990
MatthewsCremation.com

29519 ENG 20160601

SOUND	NOISE LEVEL (dBA)	EFFECT
Jet Engines (Near)	140	
Shotgun Firing	130	
Jet Takeoff (100-200 Ft.)	130	
Rock Concert (Varies)	110-140	Threshold of pain (125 dB)
Oxygen Torch	121	
Discotheque/Boom Box	120	Threshold of sensation (120 dB)
Thunderclap (Near)	120	
Stereo (Over 100 Watts)	110-125	
Symphony Orchestra	110	Regular exposure of more than 1 minute risks permanent hearing loss (over 100 dB)
Power Saw (Chain Saw)	110	
Jackhammer	110	
Snowmobile	105	
Jet Fly-over (1000 Ft.)	103	
Electric Furnace Area	100	No more than 15 minutes of unprotected exposure recommended (90-100 dB)
Garbage Truck/Cement Mixer	100	
Farm Tractor	98	
Newspaper Press	97	
Subway, Motorcycle (25 Ft)	88	Very annoying
Lawnmower, Food Blender	85-90	Level at which hearing damage (8 hrs.) begins (85dB)
Recreational Vehicles, TV	70-90	
Diesel Truck (40 Mph, 50 Ft.)	84	
Average City Traffic Noise	80	Annoying; interferes with conversation; constant exposure may cause damage
Garbage Disposal	80	
Washing Machine	78	
Dishwasher	75	
Vacuum Cleaner	70	Intrusive; interferes with telephone conversation
Hair Dryer	70	
Normal Conversation	50-65	
Quiet Office	50-60	Comfortable (under 60 dB)
Refrigerator Humming	40	
Whisper	30	Very quiet
Broadcasting Studio	30	
Rustling Leaves	20	Just audible
Normal Breathing	10	
	0	Threshold of normal hearing (1000-4000 Hz)

Mpyre cases last 12 months (since 7/1/2019)

	Emissions								
	No			Yes			Total Cases	Total % total	Total Avg Duration
Size	Cases	% total	Avg Duration	Cases	% total	Avg Duration			
1-Small	16,681	99.65%	101.4	59	0.35%	93.4	16,740	100.00%	101.4
2-Medium	158,806	99.07%	118.9	1,489	0.93%	110.7	160,295	100.00%	118.9
3-Large	71,908	98.99%	161.9	733	1.01%	163.2	72,641	100.00%	163.2
4-Obese	6,328	96.38%	222.9	238	3.62%	202.7	6,566	100.00%	222.9
Grand Total	253,723	99.02%		2,519	0.98%		256,242	100.00%	222.9

Talking Points

- **We did over a quarter million cremations in the last 12 months with Mpyre.**
- **Over 99% of those had no "emission incidents". That's where there is any visible smoke that lasts longer than 30 seconds**
- **Any manufacturer who says their machines never smoke isn't really being truthful with you. At Matthews we try to do something better. We log all that data so we can tell you exactly how often it happens. Out of the quarter-million cremations we did with Mpyre in the last 12 months, we had emission incidents 0.98% of the time. That's less than 1%. It's not zero, but we think it's pretty good.**
- **We also did more than 6500 obese cases. Just for context, most crematories see a few obese cases each month. Our team sees more than 125 a week.**
- **Obese cases are tricky to cremate. They take over twice as long, and they're 4x more likely to smoke, so they have to be managed carefully**
- **That's where Instant Support can help. You click that button on your cremator and our Mpyre team is notified right away. We are on chat, on the phone and directly connected your machine to help you manage that case.**



A1.0 OLSON CREMATORY SITE PLAN

N

0 4'-0" 8'-0" 16'-0"

SCALE: 1/8" = 1'-0"

05/21/24

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A1.1 OLSON CREMATORY SCHEMATIC PLAN

N

0 4'-0" 8'-0" 16'-0"

SCALE: 1/8" = 1'-0"

05/21/24

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