



VILLAGE OF WINNEBAGO

REGULAR BOARD MEETING AGENDA

Wednesday, November 05, 2025 at 6:00 PM

108 West Main Street and Virtually

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

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

This meeting is being recorded

1. RECORDING OF THE MEETING

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL & ESTABLISHMENT OF A QUORUM

5. MEETING GUIDELINES

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

6. DISCLOSURE OF ANY CONFLICT OF INTEREST

7. CHANGES TO AGENDA

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

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

a. *Approval of Board Trustees Meeting Minutes from October 15, 2025

b. *Approval of Invoices Presented for Payment \$108,889.77

c. *Schedule of Meetings 2026

d. *Winnebago Sno-Glider's Use of Village Property

10. PRESIDENT'S REPORT

11. TREASURER'S REPORT

12. DEPARTMENT HEAD REPORTS

a. Administrator Report *(Written reports generally presented at the second meeting of each month)*

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

13. ACTION ITEMS

- a. Consideration of Community Solar Savings Program Participation
- b. Approval of Electrical Supply Bids for Village Accounts and Dusk-to-Dawn Lighting
- c. Ordinance for Sale of Surplus Property: Police Squad Car
- d. Resolution approving Resh Farms Environmental Survey Request
- e. Ordinance for Easement Request for 309 W Main St

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

15. NEW BUSINESS

16. UPCOMING MEETINGS

- a. Regular Board Meeting November 19, 2025
- b. Committee of the Whole Meeting November 19, 2025

17. ADJOURNMENT

**Posted: October 29, 2025 at 12:30 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491**

The Board of Trustees of the Village of Winnebago met in person October 15, 2025 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 –GRAHAM – LEFEVRE - MCKINNON – KIM - present
SPRINGER - absent

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Public Works Director Chad Insko, Treasurer Dana Novinson, Chief Jeff White, Lieutenant Nick Haff, Deputy Clerk Kellie Symonds, Intern Kyle Okubo, Heather Dunaway, Dr. John Schwuchow, Attorney Gino Gulluzzo, and attending remotely Luke Ziegler of Fehr Graham.

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

5. MEETING GUIDELINES

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

7. CHANGES TO THE AGENDA – None

8. PUBLIC COMMENT – No one from the public requested the opportunity to address the board.

9. CONSENT AGENDA

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

11a. Approval of Board Trustees Meeting Minutes of October 1, 2025

12a. Approval of Invoices Presented for Payment October 15, 2025, \$62,389.40

10. PRESIDENT'S REPORT – No items to report

11. TREASURER'S REPORT – No items to report

12. DEPARTMENT HEAD REPORTS – No items to report

13. ACTION ITEMS

a. The 2025 Main Street Project will go out for bid next year as it isn't ready for bid for this year.

b. A motion was made by MR. KIM, seconded by MR. LEFEVRE to adopt Resolution No. 2025-29R, A Resolution to Authorize the Village President to Seek Bids For and Enter into Wholesale Electricity Supply Contract

Motion carried on a unanimous roll call vote of those present.

c. A motion was made by MR. KIM, seconded by MR. MCKINNON to adopt Ordinance No. 2025-17, An Ordinance Amending Section 9-2 of the Personnel Policy of the Village of Winnebago, Illinois, Relating to Group Medical Insurance Provisions

Motion carried on a unanimous roll call vote of those present.

d. A motion was made by MR. LEFEVRE, seconded by MR. KIM to adopt Resolution No. 2025-30R, A Resolution Authorizing an Agreement with Pyrotecnico Fireworks for the 2026 Independence Day Display. There was discussion regarding why the display would be held on July 3rd; it is because the cost is about half of what it would be on July 4th.

Motion carried on a unanimous roll call vote of those present.

e. A motion was made by MR. GRAHAM, seconded by MR. LEFEVRE to adopt Resolution No. 2025-31R, A Resolution to Approve the State of Illinois, Central Management Service Contract for JPMC Rock Salt Bulk, FY26, Contract No. 25-416CMS-BOSS4-P-85804

Motion carried on unanimous roll call vote of all those present.

f. A motion was made by MR. KIM, seconded by MR. ACKERMAN to adopt Ordinance No. 2025-18, as amended, An Ordinance Authorizing the Transition of Internet Service from Comcast to Silo Communications.

Motion carried on a unanimous roll call vote of those present.

g. A motion was made by MR. MCKINNON, seconded by MR. LEFEVRE to waive the first reading of Ordinance 2025-19. Motion carried on a voice vote.

A motion was made by MR. LEFEVRE, seconded by MR. ACKERMAN to adopt Ordinance No. 2025-19, An Ordinance Correcting Scriveners' Errors to Ordinance 2025-11, An Ordinance Amending Section 6.13.03 of the Unified Development Ordinance of the Village of Winnebago Regarding Fence Requirements

Motion carried on a unanimous roll call vote of those present.

h. A motion was made by MR. GRAHAM, seconded by MR. KIM to waive the first reading of Ordinance 2025-20. Motion carried on a voice vote.

A motion was made by MR. KIM, seconded by MR. LEFEVRE to adopt Ordinance No. 2025-20, An Ordinance Correcting Scriveners' Errors for Limited Agriculture within the Unified Development Ordinance, Section 6.08.02

Motion carried on a unanimous roll call vote of those present.

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

15. NEW BUSINESS – None.

16. UPCOMING MEETINGS

The next Board meeting will be on November 5, 2025, at 6:00 p.m., followed by the Committee of the Whole Meeting.

17. ADJOURNMENT

A motion was made by MR. LEFEVRE, seconded by MR. ACKERMAN, to adjourn at 6:20 p.m. The motion carried on a voice vote.

UNAPPROVED

Sally Jo Huggins, Village Clerk

Warrant List

November 05, 2025
Board Meeting

Warrant List

Section 1: Invoices Presented for Approval -108,889.77

Section 2: Invoices over \$5,000 - \$86,751.05

** Invoices are available for inspection and review**

SECTION 1:

WARRANT LIST

November 05, 2025

Invoices Presented

For Board Approval

Total Invoices: \$108,889.77

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE:11/05/2025 THRU 11/05/2025

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
016055	AIRGAS USA, LLC D/B/A ENCOMPAS							
I-5519325165	CYLINDER RENTAL	R	11/05/2025	34.50		026798		34.50
000117	BONNELL INDUSTRIES INC							
I-0223214-IN	25 F250 ELECTRICAL KIT, LED	R	11/05/2025	724.00		026799		724.00
000718	BUSS BOYZ CUSTOMS, INC							
I-9150	2025 FORD SUV UPFITTING	R	11/05/2025	7,751.25		026800		7,751.25
000609	CHERRY VALLEY LANDSCAPE CENTER							
I-158540	PUSHARM ASSY, LOCKNUT, HHCS	R	11/05/2025	171.04		026801		
I-159815	BELT, CUTTER DECK	R	11/05/2025	77.74		026801		
I-161436	CASTER, ROLLER BEARING & BRACE	R	11/05/2025	613.47		026801		
I-161687	YOKE WLMT, CASTER WHEEL	R	11/05/2025	104.48		026801		966.73
000367	CITY OF ROCKFORD							
I-75004327	WATER ANALYSIS	R	11/05/2025	140.00		026802		140.00
000100	CONSERV FS							
I-45064189	STRAW BLANKETS	R	11/05/2025	46.98		026803		
I-45064355	STRAW BLANKET, SUNNY SEED MIX	R	11/05/2025	146.48		026803		193.46
000460	CORE & MAIN LP							
C-U327872	RETURNED DUCKBILL VALVES 2024	R	11/05/2025	1,032.74CR		026804		
I-X819120	CRUCH PIPE, CPLG BANDS	R	11/05/2025	2,671.08		026804		1,638.34
000024	FEHR-GRAHAM & ASSOCIATES							
I-134458 PRJ:25-1071	PRJ: 25-1071 PH02 W MAIN ST	V	11/05/2025	3,612.50		026805		
I-134460 PRJ:25-1394	PRJ:25-1394 SAFE RT TO SCHOOL	V	11/05/2025	2,555.00		026805		
I-134461PRJ:25-1162B	PRJ: 25-1162B 2025 MFT	V	11/05/2025	414.00		026805		
I-134462PRJ:25-1162A	2025 MFT DESIGN	V	11/05/2025	432.94		026805		
I-134820 PRJ:25-125	2025 GEN ENGINEERING	V	11/05/2025	1,678.00		026805		8,692.44
000024	FEHR-GRAHAM & ASSOCIATES							
M-CHECK	FEHR-GRAHAM & ASSOCIATESVOIDED	V	11/05/2025			026805		8,692.44CR
000044	GAZIANO,ATTORNEY MARY							
I-202510242717	MULT TRAFFIC INV 11/23-9/24	V	11/05/2025	71.25		026806		71.25
000044	GAZIANO,ATTORNEY MARY							
M-CHECK	GAZIANO,ATTORNEY MARY VOIDED	V	11/05/2025			026806		71.25CR
000147	HAWKINS, INC.							
I-7218342	AZONE 15, HYDROFLUOSILICIC	V	11/05/2025	819.64		026807		819.64

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE:11/05/2025 THRU 11/05/2025

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000147	HAWKINS, INC.							
M-CHECK	HAWKINS, INC.	VOIDED	V 11/05/2025			026807		819.64CR
000369	IML RISK MANAGEMENT							
I-202510232713	IMLRMA ANNUAL RENEWAL 2026	R	11/05/2025	70,307.36		026808		70,307.36
125	ILLINOIS MUNICIPAL TREASURERS							
I-376	2025 IMTA INSTITUTE: NOVINSON	R	11/05/2025	410.00		026809		410.00
000525	J & R SUPPLY INC.							
I-2509675-IN	BOOTS: FISK, RODRIGUEZ, ZIMMER	R	11/05/2025	450.00		026810		
I-2510488-IN	BLUE MARKING PAINT	R	11/05/2025	132.00		026810		
I-2510930-IN	DUCTILE AND CONCRETE BLADES	R	11/05/2025	1,035.00		026810		1,617.00
000148	LAWSON PRODUCTS INC							
I-9312875214	PAINT, T-KEY SET,CUT-OFF WHEEL	R	11/05/2025	1,412.20		026811		1,412.20
000668	LOCIS							
I-50269	10/16 DISBURSING SUPPORT CALL	R	11/05/2025	125.00		026812		125.00
000639	LRS, LLC							
I-PS678841	MEM. PARK RENTAL 10/17-11/13	R	11/05/2025	137.50		026813		137.50
000731	MENARDS - CHERRY VALLEY							
I-93838	48" T8 5000K LED A	R	11/05/2025	69.99		026814		69.99
000682	MUNICIPAL CLERKS OF ILLINOIS							
I-202510242715	MCI 2025 MEMBER- WINDGASSEN	R	11/05/2025	55.00		026815		55.00
000035	NAPA AUTO PARTS							
I-685997	2025 F350 OIL FILTERS	R	11/05/2025	604.92		026816		604.92
000496	NORTHSTAR GRAPHICS							
I-7438	NAME PLATES X2	R	11/05/2025	42.00		026817		42.00
000702	NORTHWESTERN IL MUNICIPAL CLER							
I-202510272718	NIMCA: HUGGINS-SYMOND-WINDGASS	R	11/05/2025	165.00		026818		165.00
000298	PACE ANALYTICAL SERVICES, LLC							
I-257229802	ALKALINITY TOTAL, PH AND TEMP	R	11/05/2025	50.40		026819		
I-257230246	LEAD TOTAL, TURBIDITY CHECK	R	11/05/2025	17.50		026819		
I-257230444	FLUORIDE BY PROBE	R	11/05/2025	125.00		026819		192.90

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE:11/05/2025 THRU 11/05/2025

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
016054	PDC PRECISION DRIVE AND CONTRO							
I-INV24245	PHOTOEYE TURN-LOCK 105-305V	R	11/05/2025	144.01		026820		
I-INV24652	LAMP LED FIELD ADJUSTABLE 36W	R	11/05/2025	340.73		026820		484.74
000416	PHILS POWER PLUS							
I-70893	2017 F350 INSPECTION/MAINT	R	11/05/2025	55.00		026821		55.00
000527	PITNEY CONSTRUCTION							
I-202510272719	DAVID, ELIDA, MALLARD SIDEWALK	R	11/05/2025	4,220.00		026822		4,220.00
000582	POLLARDWATER							
I-0297221	20 SWR SPADE X2	R	11/05/2025	150.26		026823		150.26
000051	POSTMASTER							
I-202510242716	POSTAGE FOR WATER BILLS	R	11/05/2025	750.00		026824		750.00
016045	RAY O'HERRON CO., INC.							
I-2441182	MUND: PORTLAND BOOTS	R	11/05/2025	191.97		026825		191.97
000384	REGION 1 PLANNING COUNCIL (WIN							
I-COG-FY26-0015-2	FY26 2ND QTR COUNCIL OF GOV	R	11/05/2025	625.00		026826		
I-FY26-0014-2	FY26 2ND QTR GIS SUPPORT	R	11/05/2025	998.64		026826		1,623.64
001538	ROCK ROAD COMPANIES INC							
I-327360	COLD MIX 0-2 TONS	R	11/05/2025	227.80		026827		227.80
000422	ROCKFORD INFORMATION TECHNOLOG							
I-42841	OCT CLOUD BACKUP SOL INCODE	R	11/05/2025	60.00		026828		
I-42872	OCT CLOUDBACKUP (D)	R	11/05/2025	140.00		026828		
I-42873	OCT REMOTE MONITORING	R	11/05/2025	127.00		026828		
I-42892	SEPT DUO SOFTWARE SUB	R	11/05/2025	42.00		026828		369.00
000302	SOUTHWESTERN ILLINOIS COLLEGE							
I-26068751-093025	MAGGIO: TUITION 2023 SPRING	R	11/05/2025	1,500.00		026829		1,500.00
000708	SPIELMAN'S TURF							
I-2975	FERTILIZER FOR LIGHTED DIAMOND	R	11/05/2025	338.00		026830		338.00
000830	STATE CHEMICAL SOLUTIONS							
I-903971814	CUBE 2-6 WATER LILY 100ML	R	11/05/2025	223.11		026831		223.11
000578	SYMONDS, KELLIE							
I-202510242714	SYMONDS:MILEAGE/MEAL REIMBURSE	R	11/05/2025	240.99		026832		240.99

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE:11/05/2025 THRU 11/05/2025

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
016032	TYLER TECHNOLOGIES							
I-025-530761	UTILITY BILLING CREDIT CARD	R	11/05/2025	1,621.25		026833		1,621.25
000698	VCNA PRAIRIE MATERIALS							
I-892240441	CM-6 LIMESTONE	R	11/05/2025	271.60		026834		271.60
001004	VILLAGE OF WINNEBAGO							
I-03-4203-01 OCT 25	600 W SOPER ST	R	11/05/2025	6.74		026835		
I-03-4204-01 OCT 25	600 W SOPER ST	R	11/05/2025	19.78		026835		
I-03-5350-00 OCT 25	104 W MAIN ST POLICE GARAGE	R	11/05/2025	11.47		026835		
I-03-5380-00 OCT 25	108 W MAIN ST	R	11/05/2025	21.75		026835		
I-07-1467-00 OCT 25	400 E MCNAIR RD	R	11/05/2025	21.51		026835		81.25
000623	WANLESS BROTHERS MOVING & STOR							
I-8473	OCTOBER MONTHLY STORAGE	R	11/05/2025	100.00		026836		100.00
000222	WEST SIDE TRACTOR SALES							
I-F88326	85G EXCAVATOR POINT INSPECTION	R	11/05/2025	270.68		026837		270.68
000024	FEHR-GRAHAM & ASSOCIATES							
I-134458 PRJ:25-1071	PRJ: 25-1071 PH02 W MAIN ST	R	11/05/2025	Reissue		026838		
I-134460 PRJ:25-1394	PRJ:25-1394 SAFE RT TO SCHOOL	R	11/05/2025	Reissue		026838		
I-134461PRJ:25-1162B	PRJ: 25-1162B 2025 MFT	R	11/05/2025	Reissue		026838		
I-134462PRJ:25-1162A	2025 MFT DESIGN	R	11/05/2025	Reissue		026838		
I-134820 PRJ:25-125	2025 GEN ENGINEERING	R	11/05/2025	Reissue		026838		8,692.44
000044	GAZIANO, ATTORNEY MARY							
I-202510242717	MULT TRAFFIC INV 11/23-9/24	R	11/05/2025	Reissue		026839		71.25
000147	HAWKINS, INC.							
I-7218342	AZONE 15, HYDROFLUOSILICIC	R	11/05/2025	Reissue		026840		819.64

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	40	108,889.77	0.00	108,889.77
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:	3 VOID DEBITS	9,583.33		
	VOID CREDITS	9,583.33CR	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE: 11/05/2025 THRU 11/05/2025

Section 9. Item #b.

VENDOR I.D.			NAME	STATUS	CHECK	INVOICE	CHECK	CHECK	CHECK
					DATE	AMOUNT	DISCOUNT	NO	STATUS
			NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
VENDOR SET: 01	BANK: AP	TOTALS:	43		108,889.77		0.00		108,889.77
BANK: AP		TOTALS:	43		108,889.77		0.00		108,889.77
REPORT TOTALS:			43		108,889.77		0.00		108,889.77

SECTION 2:

WARRANT LIST

November 05, 2025

Invoices Over \$5,000

\$ 86,751.05

These invoices are included in the
Section 1 Warrant List

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE:11/05/2025 THRU 11/05/2025

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000718	BUSS BOYZ CUSTOMS, INC							
I-9150	2025 FORD SUV UPFITTING	R	11/05/2025	7,751.25		026800		7,751.25
000024	FEHR-GRAHAM & ASSOCIATES							
I-134458	PRJ:25-1071 PRJ: 25-1071 PH02 W MAIN ST	V	11/05/2025	3,612.50		026805		
I-134460	PRJ:25-1394 PRJ:25-1394 SAFE RT TO SCHOOL	V	11/05/2025	2,555.00		026805		
I-134461	PRJ:25-1162B PRJ: 25-1162B 2025 MFT	V	11/05/2025	414.00		026805		
I-134462	PRJ:25-1162A 2025 MFT DESIGN	V	11/05/2025	432.94		026805		
I-134820	PRJ:25-125 2025 GEN ENGINEERING	V	11/05/2025	1,678.00		026805		8,692.44
000024	FEHR-GRAHAM & ASSOCIATES							
M-CHECK	FEHR-GRAHAM & ASSOCIATESVOIDED	V	11/05/2025			026805		8,692.44CR
000369	IML RISK MANAGEMENT							
I-202510232713	IMLRMA ANNUAL RENEWAL 2026	R	11/05/2025	70,307.36		026808		70,307.36
000024	FEHR-GRAHAM & ASSOCIATES							
I-134458	PRJ:25-1071 PRJ: 25-1071 PH02 W MAIN ST	R	11/05/2025	Reissue		026838		
I-134460	PRJ:25-1394 PRJ:25-1394 SAFE RT TO SCHOOL	R	11/05/2025	Reissue		026838		
I-134461	PRJ:25-1162B PRJ: 25-1162B 2025 MFT	R	11/05/2025	Reissue		026838		
I-134462	PRJ:25-1162A 2025 MFT DESIGN	R	11/05/2025	Reissue		026838		
I-134820	PRJ:25-125 2025 GEN ENGINEERING	R	11/05/2025	Reissue		026838		8,692.44

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	3	86,751.05	0.00	86,751.05
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	8,692.44		
	VOID CREDITS	8,692.44CR	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: AP TOTALS:	3	86,751.05	0.00	86,751.05
BANK: AP TOTALS:	3	86,751.05	0.00	86,751.05
REPORT TOTALS:	3	86,751.05	0.00	86,751.05

2026 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 7, 2026 Wednesday, January 21, 2026	July Wednesday, July 1, 2026 Wednesday, July 15, 2026
February Wednesday, February 4, 2026 Wednesday, February 18, 2026	August Wednesday, August 5, 2026 Wednesday, August 19, 2026
March Wednesday, March 4, 2026 Wednesday, March 18, 2026	September Wednesday, September 2, 2026 Wednesday, September 16, 2026
April Wednesday, April 1, 2026 Wednesday, April 15, 2026	October Wednesday, October 7, 2026 Wednesday, October 21, 2026
May Wednesday, May 6, 2026 Wednesday, May 20, 2026	November Wednesday, November 4, 2026 Wednesday, November 18, 2026
June Wednesday, June 3, 2026 Wednesday, June 17, 2026	December Wednesday, December 2, 2026 Wednesday, December 16, 2026

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



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 trails prior to and during the snowmobile season. Mr. Hazzard is aware that the policy will be renewed on 12/01/2025 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)

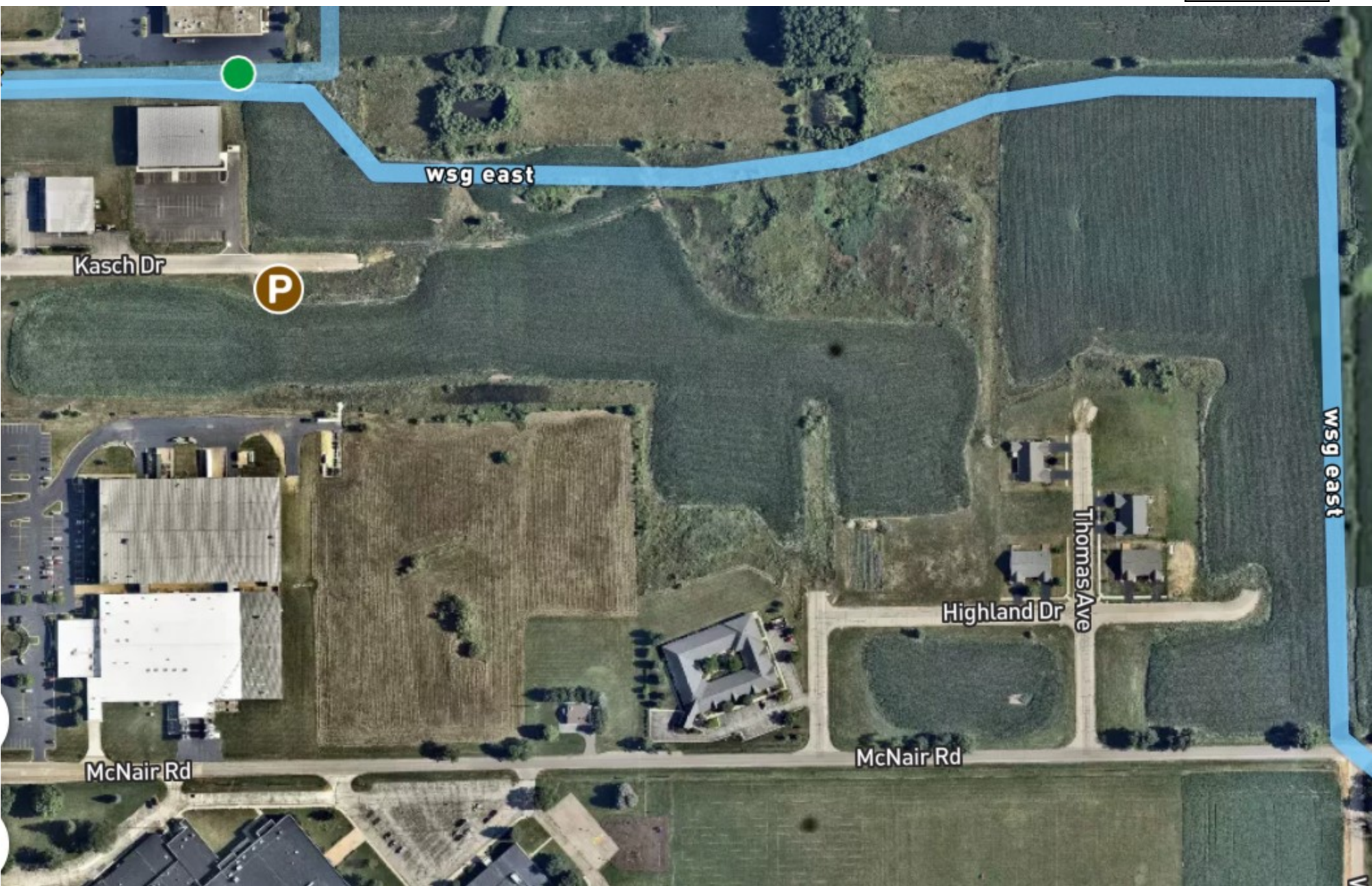
Aerial Map of the proposed snowmobile trail
 Certificate of Insurance - (to be revised); with the Village (landowner) listed as the additional insured, and coverage dates to be for the snowmobile season
 Copy of the November 13, 2021, between the Winnebago Sno-Gliders Snowmobile Club, Inc and the Village 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: Rachel Windgassen Date: 11/05/2025



Illinois Association of Snowmobile Clubs, Inc

PO Box 265
Marseilles IL 61341-0265
815-795-2021
iasc@mtco.com

Section 9. Item #d.



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 trails 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)

Mark Hazzard
Signature

Contact Information: (815) 985-5952 winnebago nogliders@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
Call Number Village Office Phone Email Address



Agenda Item Executive Summary

Item Name Consideration of Community Solar Savings Program Participation Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The proposed resolution expresses the Village of Winnebago's endorsement of the Community Solar Savings Program supported by the State of Illinois through the Clean Equitable Jobs Act (CEJA). This program enables residents and small governmental or commercial accounts to voluntarily subscribe to shared community solar projects without the need to install solar panels on their own properties.

By subscribing, participants receive bill credits on their electric utility statements based on the energy generated by their share of a solar project, which can reduce their total electricity costs. The Village intends to collaborate with Rock River Energy Services to educate and inform the community about this opportunity, enhancing awareness and participation.

The resolution also authorizes the Village President or a designee to execute necessary documents to facilitate the Village's and residents' access to the program.

ATTACHMENTS (PLEASE LIST)

Resolution, Illinois Shines Program Brochure, Total Savings Estimate

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE RESOLUTION 2025-__ R, A RESOLUTION ENDORSING THE COMMUNITY SOLAR SAVINGS PROGRAM

Staff: Joey Dienberg, Village Administrator Date: 11/5/2025

RESOLUTION NO. 2025-__R

A RESOLUTION ENDORSING THE COMMUNITY SOLAR SAVINGS PROGRAM FOR THE VILLAGE OF WINNEBAGO, ILLINOIS

WHEREAS, the State of Illinois, through the adoption of the Clean Equitable Jobs Act (CEJA) legislation supports the development of new renewable energy generation resources throughout the state including shared community solar generation projects; and

WHEREAS, to allow Residents or Small Governmental Commercial accounts to support the development of shared community solar resources in Illinois on a voluntary elective basis without the need to install solar panels on their homes and properties through community solar subscriptions; and

WHEREAS, by obtaining a community solar subscription, Resident or Small Governmental Commercial accounts can proactively reduce their total cost of electricity supply by receiving community solar generation credits on their monthly electric utility bills.

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

SECTION I: AUTHORIZATION OF ENDORSEMENT AND EDUCATION

The Village President is hereby authorized to endorse the community solar savings program opportunity and agrees to educate and inform residents regarding its availability with assistance from Rock River Energy Services.

SECTION II: AUTHORIZATION OF AGREEMENT SIGNING

Be it further resolved that the Village President or Designee is hereby authorized to execute any necessary documents to facilitate access for the Village and/or for residents of the community solar savings program opportunities.

SECTION VII: BINDING EFFECT

This resolution shall be binding, and all actions taken in accordance with the resolution shall be deemed official and enforceable under the applicable laws of the Illinois.

SECTION VIII: EFFECTIVE DATE

This resolution shall take effect immediately upon its passage.

APPROVED this _____ day of _____, 2025

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:

Community Solar with Illinois Shines

off-site solar serving multiple subscribers

Section 13. Item #a.



What Is Illinois Shines?

Illinois Shines is a state-administered incentive program to support the development of new solar projects. Community solar developers receive incentive payments through Illinois Shines, which allows them to offer affordable community solar subscriptions to customers.

What Is Community Solar?

Community solar allows participants, also called subscribers, to benefit from solar energy and support renewable energy development without installing panels on their own property.

When you sign up for community solar, you subscribe to a share of a community solar project. You receive dollar credits on your electric utility bill based on how much electricity your share of the community solar project generates. Then you pay a subscription fee to your community solar provider. You can see savings if that subscription fee is less than the bill credits that you use.

Traditional community solar projects in Illinois Shines offer subscriptions to solar projects located anywhere within a customer's utility territory. A new type of community solar project within Illinois Shines is known as "Community-Driven Community Solar" (CDCS). These are community solar projects that provide direct and tangible benefits to the local community. You can ask your community solar provider whether a community solar project is a Traditional or Community-Driven project.

Community solar is not the same as "green" or "renewable" supply offers from an Alternative Retail Electric Supplier (ARES). Signing up for a community solar subscription is not the same as changing your electric supplier, although some community solar providers may require you to choose a specific electricity supply option as a condition of enrollment.

How Do Community Solar Bill Credits Work?

You will receive monetary credits on your electric utility bill based on how much electricity your share of the community solar project generates. Once you subscribe, and the community solar project is operating, it may take a few months before the credits appear on your bill.



You can view an ADA accessible version of this document at www.illinoisshines.com/accessible.



For customers in **Commonwealth Edison (ComEd) territory**, community solar bill credits are applied to your entire electric bill—that is, they can be used to "buy down" all charges on your electric bill. Bill credits roll over month-to-month and only expire if you move out of ComEd territory.

For customers in **Ameren territory**, until November 2023, community solar bill credits are only applied to the supply charges on your electric bill. After November 2023, bill credits will apply to your entire electric bill. Bill credits roll over month-to-month and only expire if you move out of Ameren territory.

When you subscribe to a community solar project, you are making a financial commitment. If possible, compare offers from different community solar providers. Also, make sure to read and understand your entire subscription contract before signing it.

How Much Will My Community Solar Subscription Cost?

Subscriptions will vary by community solar project and Approved Vendor. You are not guaranteed to save money unless your contract includes an explicit savings guarantee. **Read your contract carefully to make sure you know what you will be paying and when.**

Many community solar subscriptions are priced based on the amount of bill credits that the customer receives. That is, the subscription fee may be a set percentage of the bill credits. For example, your community solar charge might be set at 80% or 90% of the value of the bill credits that you receive. The bill credits (which are based on the amount of electricity generated by your share of the solar project) will vary month-to-month, so the subscription charge will also vary.

If your community solar subscription price is set a different way, make sure that you compare the subscription price and any other fees to the amount of bill credits that you expect to receive.

Carefully review your Disclosure Form and contract to understand other applicable fees, including whether there is a fee for early termination of the subscription.

How Is My Subscription Sized?

Most community solar subscriptions are sized so that the subscription's generation in kilowatt-hours (kWh) roughly matches the customer's electric usage in kWh over the course of the year. Your subscription size will be included on your Disclosure Form. If your subscription size is too large, meaning the subscription size of the project you are subscribed to will produce more kWh of electricity than you use in a year, it is possible that you may pay for more bill credits than you are able to use. Keep in mind that the solar project will generate more electricity in the summer than in the winter.

Other Considerations:

Does your subscription require you to authorize the community solar provider to act as your agent with respect to your electric utility account? If so, the community solar provider may pay your utility bills on your behalf and make changes to your utility account.

Does your subscription require you to sign up to receive electricity from a specific electric supplier or utility default service? If so, what rate will you be charged for electricity under that supply option?

Consumer Protection

Your community solar provider is required to provide you with this informational brochure and a standard Disclosure Form, which you must sign before you sign a subscription contract. The Disclosure Form includes information about the Program and consumer rights, contact information for your community solar provider,

and information about costs and savings. Read the Disclosure Form carefully and use it to compare community solar providers.

Other Illinois Shines consumer protections include:

- You have the right to keep your subscription if you move to a different home or business location in the same utility service territory.
- You also have rights to assign or sell the subscription to another customer within your original utility service territory without having to pay a fee to the subscription provider. Some restrictions apply.
- Illinois Shines sets out requirements for what information and terms must be included in your subscription contract.
- Only Approved Vendors may submit project applications to Illinois Shines; these companies are vetted by the Program Administrator. Your community solar provider may be an Approved Vendor or they may be a Designee who works with customers on behalf of an Approved Vendor. Designees must be registered with Illinois Shines.
- Dedicated Program Administrator staff answer questions and assist customers in resolving complaints.

Complaint Procedures

If you have a problem related to your solar project or the sales process, first try to resolve it with your installer or the Approved Vendor. If you can't agree about how to solve the problem, you may contact the **Illinois Shines Program Administrator** by emailing complaints@illinoisshines.com or by calling 877-783-1820.

If you have been subject to fraudulent or deceptive sales practices, the Illinois Attorney General's Consumer Protection Division may be able to help.

CHICAGO: 800-386-5438 | TTY: 800-964-3013

SPRINGFIELD: 800-243-0618 | TTY: 877-844-5461

CARBONDALE: 800-243-0607 | TTY: 877-675-9339

SPANISH LANGUAGE: 866-310-8398

For more information, go to www.illinoisshines.com

Illinois Solar for All, another incentive program, is available for income-eligible customers and includes savings guarantees. Learn more at www.IllinoisSFA.com.

Client Name	Sum AAEC	Total Subscribed	Discount
Village of Winnebago	191614	100	15.00%

Total Expected Savings (ComEd) \$ **57,707**

Village of Winnebago	Electric Consumption		kWh	Degradation	0.50%										
			191,614												
	ComEd Bill Credit	\$	0.08274	\$/kWh	Projected Supply Rate Increase	2.50%									
	Subscription Rate	\$	0.07033	\$/kWh	Floating Discount to Bill Credit	15%									
	Subscription Size		191,614	kWh											
US\$OLAR	Years					1	2	3	4	5	6	7	8	9	10
	Subscribed Energy* (kWh)					191,614	190,656	189,703	188,754	187,810	186,871	185,937	185,007	184,082	183,162
	Bill Credit from ComEd** (\$/kWh)	\$	0.08274	\$	0.08480	\$	0.08692	\$	0.08910	\$	0.09133	\$	0.09361	\$	0.10081
	Subscription Rate to US Solar (\$/kWh)	\$	(0.0703)	\$	(0.0721)	\$	(0.0739)	\$	(0.0757)	\$	(0.0776)	\$	(0.0796)	\$	(0.0816)
	Average Net Value per kWh (\$/kWh)	\$	0.0124	\$	0.0127	\$	0.0130	\$	0.0134	\$	0.0137	\$	0.0140	\$	0.0148
	Estimated Bill Credit from ComEd (\$)	\$	15,853	\$	16,168	\$	16,490	\$	16,818	\$	17,152	\$	17,493	\$	18,195
	Estimated Subscription Fee paid to US Solar (\$)	\$	13,475	\$	13,743	\$	14,016	\$	14,295	\$	14,579	\$	14,869	\$	15,164
	(S) Expected Annual Savings for Village of Winnebago	\$	2,378	\$	2,425	\$	2,473	\$	2,523	\$	2,573	\$	2,624	\$	2,729
	(S) Expected Cumulative Savings for Village of Winnebago	\$	2,378	\$	4,803	\$	7,277	\$	9,799	\$	12,372	\$	14,996	\$	17,672

*Assumes 2.5% escalation to supply rate; 0.5% degradation in subscribed energy
 **Bill Credits based on estimated next 12 months of Comed rates

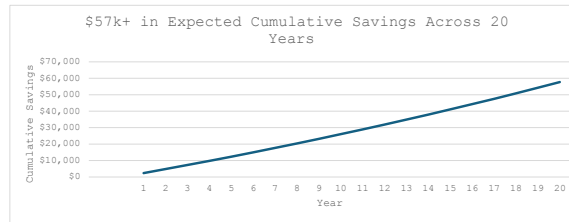
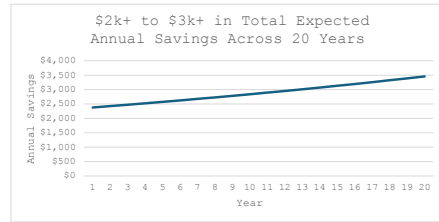


Chart A
 \$2k+ to \$3k+ in Total Expected Annual Savings Across 20 Years

Chart B
 \$57k+ in Expected Cumulative Savings Across 20 Years

11	12	13	14	15	16	17	18	19	20	6-10	11-15	16-20	TOTAL
182,246	181,335	180,428	179,526	178,628	177,735	176,847	175,962	175,082	174,207	925,060	902,163	879,834	#####
\$ 0.10591	\$ 0.10856	\$ 0.11127	\$ 0.11405	\$ 0.11690	\$ 0.11983	\$ 0.12282	\$ 0.12589	\$ 0.12904	\$ 0.13227	#####	#####	#####	#####
\$ (0.0900)	\$ (0.0923)	\$ (0.0946)	\$ (0.0969)	\$ (0.0994)	\$ (0.1019)	\$ (0.1044)	\$ (0.1070)	\$ (0.1097)	\$ (0.1124)	(0.0836)	(0.0946)	(0.1070)	#####
\$ 0.0159	\$ 0.0163	\$ 0.0167	\$ 0.0171	\$ 0.0175	\$ 0.0180	\$ 0.0184	\$ 0.0189	\$ 0.0194	\$ 0.0198	\$0.0148	\$0.0167	\$0.0189	\$0.0158
\$ 19,301	\$ 19,685	\$ 20,076	\$ 20,475	\$ 20,882	\$ 21,297	\$ 21,721	\$ 22,152	\$ 22,593	\$ 23,042	\$91,010	#####	#####	#####
\$ 16,406	\$ 16,732	\$ 17,065	\$ 17,404	\$ 17,750	\$ 18,103	\$ 18,463	\$ 18,829	\$ 19,204	\$ 19,585	\$77,358	\$85,358	\$94,184	#####
\$ 2,895	\$ 2,953	\$ 3,011	\$ 3,071	\$ 3,132	\$ 3,195	\$ 3,258	\$ 3,323	\$ 3,389	\$ 3,456	\$13,651	\$15,063	\$16,621	\$57,707
\$ 28,919	\$ 31,872	\$ 34,883	\$ 37,954	\$ 41,087	\$ 44,281	\$ 47,539	\$ 50,862	\$ 54,251	\$ 57,707	\$26,024	\$41,087	\$57,707	\$57,707



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Agenda Item Executive Summary

Item Name Approval of Electrical Supply Bids for Village Accounts and Dusk-to-Dawn Lighting Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The Village of Winnebago has received preliminary energy supply bids for three commercial accounts currently not under contract and for the Village's dusk-to-dawn street lighting accounts. Final pricing will be released on November 5, 2025; however, the Board is being asked at this meeting to select a supplier and contract term based on the preliminary bid comparison. This selection will empower staff to lock in the most favorable rate with the approved supplier and term on the day final pricing is provided. Making this decision in advance ensures timely execution and avoids delays that could result in missed opportunities due to daily rate fluctuations.

ATTACHMENTS (PLEASE LIST)

Bid Comparison -New - 10-29-25, Bid Comparison -Street Lighting - 10-29-25

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE THE SELECTION OF _____ AS THE ELECTRICAL SUPPLIER AND A _____-MONTH CONTRACT TERM FOR THREE COMMERCIAL ACCOUNTS AND THE DUSK-TO-DAWN STREET LIGHTING ACCOUNTS, WITH FINAL RATES TO BE LOCKED IN ON NOVEMBER 5, 2025.

Staff: Joey Dienberg, Village of Winnebago Date: 10/29/2025



Rock River Energy Services Company
2047 S. IL Route 2
Oregon, IL 61061



December 2025 Start

October 29, 2025
Village of Winnebago
108 W Main St.
Winnebago, IL 61088

Current Est. Annual Cost

Current ComEd Rate: 0.09751 Per kWh \$ 6,231.57

Fixed "ALL INCLUSIVE" Cost Comparison:

Price includes Cost of Energy, Transmission Service Charges, Capacity Charges, Ancillary Service and PJM Charges, and Distribution and Transmission Losses.

Does not include ComEd delivery or Taxes.

Estimated Term kWh Consumption	12 Months	22 Months	24 Months	36 Months	48 Months	60 Months
Usage	63,907	122,488	127,814	191,721	255,628	319,535

Constellation

Alternative Supplier Rate:	0.07203	0.07509	0.07453	0.07578	0.07693	0.07802
Est. Annual Fixed Energy Cost:	\$ 4,603.22	\$ 4,798.78	\$ 4,762.99	\$ 4,842.87	\$ 4,916.37	\$ 4,986.02

Dynegy Energy

Alternative Supplier Rate:	0.06951	0.07219	0.07179	0.07295	0.07424	N/A
Est. Annual Fixed Energy Cost:	\$ 4,442.18	\$ 4,613.45	\$ 4,587.88	\$ 4,662.02	\$ 4,744.46	N/A

Direct Energy

Alternative Supplier Rate:	0.07080	0.07290	0.07260	0.07330	0.07390	N/A
Est. Annual Fixed Energy Cost:	\$ 4,524.62	\$ 4,658.82	\$ 4,639.65	\$ 4,684.38	\$ 4,722.73	N/A

MC2

Alternative Supplier Rate:	0.07329	0.07562	0.07547	0.07572	N/A	N/A
Est. Annual Fixed Energy Cost:	\$ 4,683.74	\$ 4,832.65	\$ 4,823.06	\$ 4,839.04	N/A	N/A

Max Term 30 Months

CleanSky

Alternative Supplier Rate:	0.11050	0.11290	0.11260	0.11360	N/A	N/A
Est. Annual Fixed Energy Cost:	\$ 7,061.72	\$ 7,215.10	\$ 7,195.93	\$ 7,259.84	N/A	N/A

Max Term 34 Months

AEP

Alternative Supplier Rate:	0.07286	0.07568	0.07547	0.07707	0.07849	0.08100
Est. Annual Fixed Energy Cost:	\$ 4,656.26	\$ 4,836.48	\$ 3,215.37	\$ 2,462.66	\$ 5,016.06	\$ 20,705.87

Max Term 59 Months

Eligo

Alternative Supplier Rate:	0.07100	0.07290	0.07300	0.07400	N/A	N/A
Est. Annual Fixed Energy Cost:	\$ 4,537.40	\$ 4,464.70	\$ 4,665.21	\$ 4,729.12	N/A	N/A

Horizon Power & Light

Alternative Supplier Rate:	0.07937	N/A	0.08090	N/A	N/A	N/A
Est. Annual Fixed Energy Cost:	\$ 5,072.30	N/A	\$ 5,170.08	N/A	N/A	N/A

Max Term 18 Months

Santanna

Alternative Supplier Rate:	0.10415	N/A	0.10705	N/A	N/A	N/A
Est. Annual Fixed Energy Cost:	\$ 6,655.91	N/A	\$ 6,841.24	N/A	N/A	N/A

Our Agent fee is included in this price and is paid to us directly from the contracted supplier.

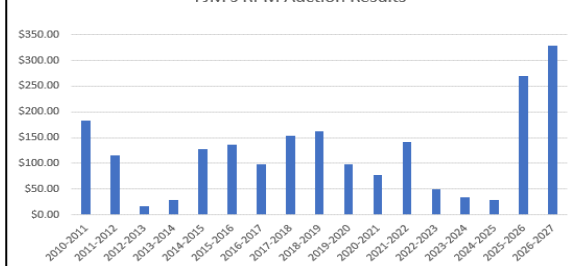
Account Number	Electric Choice ID
5852992000	5851210965
9128362222	9124478744
7731232000	7733701294

This proposal is based on 3 location(s).

The price is determined by the estimated term kWh usage, and these rates are time sensitive.

*May not include increases due to regulatory changes.

PJM's RPM Auction Results





Rock River Energy Services Company
2047 S. IL Route 2
Oregon, IL 61061



November 2025

October 29, 2025
Village of Winnebago Streets
108 W Main St
Winnebago, IL 61088

			Current Est. Annual Cost	
Current ComEd Rate:	0.05227	Per kWh	\$	3,340.42

Fixed "ALL INCLUSIVE" Cost Comparison:

Price includes Cost of Energy, Transmission Service Charges, Capacity Charges, Ancillary Service and PJM Charges, and Distribution and Transmission Losses.

Does not include ComEd delivery or Taxes.

Estimated Term kWh Consumption	12 Months	24 Months	36 Months	48 Months	60 Months
Usage	63,907	127,814	191,721	255,628	319,535

Constellation

Alternative Supplier Rate:	0.04263	0.04341	0.04345	0.04388	0.04471
Est. Annual Fixed Energy Cost:	\$ 2,724.36	\$ 2,774.20	\$ 2,776.76	\$ 2,804.24	\$ 2,857.28

Dynegy Energy

Alternative Supplier Rate:	0.04702	0.04809	0.04838	0.04877	N/A
Est. Annual Fixed Energy Cost:	\$ 3,004.91	\$ 3,073.29	\$ 3,091.82	\$ 3,116.74	

MC2

Max Term 30 Months

Alternative Supplier Rate:	0.04963	0.05004	0.05095	N/A	N/A
Est. Annual Fixed Energy Cost:	\$ 3,171.70	\$ 3,197.91	\$ 3,256.06		

AEP

Max Term 59 Months

Alternative Supplier Rate:	0.04810	0.04900	0.04943	0.05005	0.05068
Est. Annual Fixed Energy Cost:	\$ 3,073.93	\$ 3,131.44	\$ 3,158.92	\$ 3,198.55	\$ 3,238.81

Our Agent fee is included in this price and is paid to us directly from the contracted supplier.

Account Number	Electric Choice ID	Service Location
2846810100	2847217960	100 S Benton St Lite*/2b
8992973000	8998026783	103 Capriola Pkwy *Lite
1498432000	1492892883	402 Bellaire Dr *Lite Rt/25 298101b9
4663616000	4660077177	600 W Soper St. Unit Pump
9096533000	9093104533	0 N McNair *Lite
2168716000	2162522158	108 W Main St *Lite RT/23
7141414000	7142168950	102 N Elida *Tft
3988618000	3980183485	407 N Elida Rt25

This proposal is based on 8 location(s).

The price is determined by the estimated term kWh usage, and these rates are time sensitive.

*May not include increases due to regulatory changes.



Agenda Item Executive Summary

Item Name SALES OF SURPLUS EQUIPMENT 2013 FORD TAURUS Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The Village of Winnebago Police Department at times replaces vehicles that are beyond their financially feasible service life. By evaluating repair costs, vehicle mileage and vehicle condition, those vehicles that meet the established criteria for replacement are taken out of service and either sold via sealed bid or sold directly to an interested party.

The 2013 Ford Taurus (VIN 1FAHP2M8EDG116934) which is owned by the Village has met the criteria for replacement. An outside party has expressed interest in purchasing this vehicle in the amount of \$2,800.00 According to the National Automobile Dealers Association (NADA) the value of this vehicle based on mileage, vehicle options and vehicle condition, is estimated to range between \$2,000 and \$3,000.

With the offer from the interested party being above the mid-range of the NADA estimated value of this vehicle, it is recommended that this vehicle be sold to interested party for the price of \$2,800.00 to not only receive the best price for the sale of said vehicle, but to also avoid a drawn out process of obtaining sealed bid for the vehicle that may or may not reach the offered price of \$2,800.

I therefore recommend this surplus equipment be sold to Metro Enforcement for the agreed upon amount of \$2,800.00

ATTACHMENTS (PLEASE LIST)

Draft Ordinance

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE ORINANCE 2025-__, AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PROPERTY, NAMELY A 2013 FORD TAURUS (VIN 1FAHP2M8EDG116934) TO METRO ENFORCEMENT.

Staff: Jeff White, Chief of Police Date: 11/05/2025



Agenda Item Executive Summary

Item Name A RESOLUTION APPROVING ADDITIONAL SERVICES WITH FEHR GRAHAM FOR THE RESH FARM DRAINAGE STUDY ENVIRONMENTAL SURVEY REQUEST Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The Village of Winnebago previously initiated a drainage study for Resh Farm with engineering services provided by Fehr Graham. As a condition for utilizing Motor Fuel Tax (MFT) funds, the Illinois Department of Transportation (IDOT) requires an approved Environmental Survey Request (ESR). IDOT did not accept the initial pre-screening ESR, and now mandates a more comprehensive ESR to proceed.

Fehr Graham has proposed an additional scope of services to complete the ESR in compliance with IDOT expectations. This includes coordination with IDOT, preparing and submitting the required ESR forms and supporting documentation, completing a bat assessment of the culvert, and managing follow-up correspondence. The additional services will be provided on a time-and-materials basis at a cost not to exceed \$13,700. Approval of this resolution authorizes these services as part of Fehr Graham Project No. 24-1570.

ATTACHMENTS (PLEASE LIST)

Resolution, Proposal from Fehr Graham dated October 13, 2025

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE RESOLUTION 2025-__R, A RESOLUTION APPROVING ADDITIONAL SERVICES WITH FEHR GRAHAM FOR THE RESH FARM DRAINAGE STUDY ENVIRONMENTAL SURVEY REQUEST

Staff: Joseph Dienberg, Village Administrator Date: 11/5/2025

RESOLUTION NO. 2025- ____ R**A RESOLUTION APPROVING ADDITIONAL SERVICES WITH FEHR GRAHM FOR THE RESH FARM DRAINAGE STUDY ENVIROMENTAL SURVEY REQUEST**

WHEREAS, The Village of Winnebago previously approved Resolution No. 2025-03R approving a drainage study for Resh Farm with engineering Services provided by Fehr Graham, see attached Exhibit “A”; and

WHEREAS, a condition for utilizing Motor Fuel Tax (MTF) funds, the Illinois Department of Transportation (IDOT) requires an approved Environmental Survey Request (ESR); and

WHEREAS, IDOT did not accept the initial prescreening ESR and now mandates a more comprehensive ESR to proceed; and

WHEREAS, Fehr Graham has proposed additional scope of services to complete the ESR in compliance with IDOT expectations, see attached Exhibit “B”; and

WHEREAS, the cost of these additional services based on the information at this time will cost a one-time fee of \$13,700.

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

SECTION I: AUTHORIZATION

- A. The Village Board hereby approves the cost for the 2025 Additional Services for the Resh Farm Drainage Study and Improvements, in the amount of \$13,700, offered by Fehr Graham.
- B. The Village President is authorized to execute the agreement on behalf of the Village.

SECTION II: EFFECTIVE DATE AND EXECUTION

This resolution shall be effective immediately upon its passage and approval as provided by law.

APPROVED BY: _____

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:** _____



Resolution for Maintenance Under the Illinois Highway Code

District	County	Resolution Number	Resolution Type	Section Number
2	Winnebago	2025-03R	Original	25-00000-00-GM

BE IT RESOLVED, by the President and Board of Trustees of the Village of Winnebago,
 Governing Body Type Local Public Agency Type
 Name of Local Public Agency Illinois that there is hereby appropriated the sum of Three Hundred Thousand and 00/100
 Dollars (\$300,000.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from
01/01/25 to 12/31/25
 Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that Village of Winnebago
 Local Public Agency Type Name of Local Public Agency
 shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Sally Jo Huggins Village Clerk in and for said Village
 Name of Clerk Local Public Agency Type Local Public Agency Type
 of Winnebago in the State of Illinois, and keeper of the records and files thereof, as
 Name of Local Public Agency
 provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

President and Board of Trustees of Winnebago at a meeting held on 01/15/25
 Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of January, 2025
 Day Month, Year

(SEAL, if required by the LPA)



Clerk Signature & Date

Sally Jo Huggins 1-15-2025

APPROVED

Regional Engineer Signature & Date
 Department of Transportation



Local Public Agency General Maintenance

Submittal Type Original

Estimate of Maintenance Costs

District Estimate of Cost For

2Municipality

Local Public Agency	County	Section Number	Maintenance Period	
			Beginning	Ending
Village of Winnebago	Winnebago	25-00000-00-GM	01/01/25	12/31/25

Maintenance Items								
Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
Westfield Road	IV	Yes		LS	1	\$202,325.25	\$202,325.25	\$202,325.25
Total Operation Cost								\$202,325.25

Maintenance

Local Public Agency Labor

Local Public Agency Equipment

Materials/Contracts(Non Bid Items)

Materials/Deliver & Install/Materials Quotations (Bid Items)

Formal Contract (Bid Items)

Estimate of Maintenance Costs Summary

	MFT Funds	RBI Funds	Other Funds	Estimated Costs
	\$202,325.25			\$202,325.25
Maintenance Total	\$202,325.25			\$202,325.25

Maintenance Engineering

Preliminary Engineering

Engineering Inspection

Material Testing

Advertising

Bridge Inspection Engineering

Estimated Maintenance Eng Costs Summary

	MFT Funds	RBI Funds	Other Funds	Total Est Costs
	\$11,366.26		\$23,833.74	\$35,200.00
	\$12,139.52			\$12,139.52
Maintenance Engineering Total	\$23,505.78		\$23,833.74	\$47,339.52
Total Estimated Maintenance	\$225,831.03		\$23,833.74	\$249,664.77

Remarks

SUBMITTED

Local Public Agency Official Signature & Date

Franklin/Emm 11/15/2025

Title

Village President

County Engineer/Superintendent of Highways Signature & Date

APPROVED

Regional Engineer Signature & Date
Department of Transportation

Estimate of Maintenance Costs

Section 13. Item #d.

Submittal Type Original

Local Public Agency	County	Section	Maintenance Period	
			Beginning	Ending
Village of Winnebago	Winnebago	25-00000-00-GM	01/01/25	12/31/25

IDOT Department Use Only

Received Location Received Date Additional Location?

☐

WMFT Entry By

Entry Date



Maintenance Engineering to be
Performed by a Consulting Engineer

Local Public Agency

Village of Winnebago

County

Winnebago

Section Number

25-00000-00-GM

The services to be performed by the consulting engineer, pertaining to the various items of work included in the estimated cost of the maintenance operations (BLR 14222), shall consist of the following:

PRELIMINARY ENGINEERING shall include:

Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program; preparation of the maintenance resolution (BLR 14220 for municipalities and counties), maintenance estimate of cost and, if applicable, proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract, quotations, and/or acceptance (BLR 12330) form. Also, preparation of the maintenance expenditure statement which must be submitted to IDOT within 3 months of the end of the maintenance period.

ENGINEERING INSPECTION shall include:

Furnishing the engineering field inspection, including preparation of payment estimate for contract, material proposal and/or deliver and install proposal and/or checking material invoices of those maintenance operations requiring engineering field inspection. For operations requiring material testing ensure the testing is completed by a qualified firm.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. Only one base fee can be charged per maintenance period. For furnishing engineering inspection, the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each maintenance group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each maintenance group shall be applied to the total final cost of that group for the times which required engineering inspections. In no case shall this be construed to include supervision of the contractor operations.

SCHEDULE OF FEES

Total of all Maintenance Operations:

☐ <= \$20,000

Base Fee

☒ > \$20,000

Base Fee = \$1,250.00

Maintenance Engineering Category	PLUS				
	Preliminary Engineering		Engineering Inspection		Operation(s) to be Inspected
	Maximum Fee %	Negotiated Fee %	Maximum Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
IIA	2%		1%		
IIB	3%		3%		
III	4%		4%		
IV	5%	5%	6%	6%	

The LPA certifies that the selection of the ENGINEER was performed in accordance with the Local Government Professional Service Selection Act 50 (ILCS 510/1-510/8) and procedures outlined in Chapter 5 of the DEPARTMENT's Bureau of Local Roads and Streets Manual.

BY:

Local Public Agency Signature & Date

Franklin J. Enbom 11/15/2025

Title

Village President

BY:

Consulting Engineer Signature & Date

Title

P.E. Seal & Date

Approved:

Regional Engineer, IDOT Signature & Date

Completed 01/09/25

BLR 05520 (Rev. 07/13/22)

August 23, 2024

President Frank Eubank
Village President
Village of Winnebago
108 West Main Street
Winnebago, Illinois 61088

**RE: Proposal for Professional Services
Resh Farm Drainage Study and Improvements**

Dear President Eubank,

We understand the Village intends to replace the box culvert crossing under Westfield Road near the point of stormwater discharge from the Resh Farms subdivision. This replacement will require a topographic survey, the design of a new precast box culvert, a brief drainage review to confirm sizing of the new culvert and bidding documents and services.

The following is the scope of services which Fehr Graham is set to provide:

SCOPE OF SERVICES

Topographic Survey

Fehr Graham will perform a limited topographic survey at the Resh Farms stormwater outlet structure, as well as the area surrounding the box culvert under Westfield Road described above. Accurate edge of pavement locations will be obtained at the Westfield culvert along with visible utilities, and spot elevations where needed for design purposes. A permanent benchmark will be placed on site. Upon completion of the field data collection, GIS data and LIDAR contours from WinGIS will be supplemented into the survey information to create a base surface to work from.

Westfield Culvert Replacement Design

Fehr Graham will prepare the following Final Engineering Services:

- » Final Engineering Plans to facilitate replacement of the existing box culvert through the preparation of:
 - Removal Plan.
 - Will indicate the removal of existing box culvert and headwall sections.
 - Site Plan and Details.
 - Proposed plan layouts.
 - Proposed spot elevations.
 - Proposed culvert invert elevations. At this time, it is assumed that the Village is requesting a design for a precast box culvert structure.
 - Proposed pavement section and specification for Westfield Road.
 - Construction Detail Drawings.
 - Soil Erosion and Sedimentation Control Plans.
 - Details and Specifications relating to the work depicted in these drawings.
 - Brief drainage memo justifying culvert sizing based on the drainage area tributary to the culvert assuming the existing Resh Farms detention basin is not detaining to the Winnebago County Stormwater Ordinance requirements.

200 Prairie Street | Suite 208 | Rockford, IL 61107 | p:815.394.4700 | fehrgraham.com

Insight. Experience. Results.

August 23, 2024
 President Frank Eubank – Village of Winnebago
 Village of Winnebago – Resh Farm Drainage Improvements
 Page 2

- » Fehr Graham will provide an itemized opinion of probable costs for the proposed improvements upon completion of the design phase for the Village of Winnebago to use in verifying the project budget.

Bidding Documents and Services

Fehr Graham will prepare bidding documents and opinion of probable cost, advertisement of bid documents via QuestCDN, issuance of addendums, evaluation of bids, and recommendation of Contract award to the Village board. This shall also include the attendance and coordination for one (1) pre-bid conference.

EXCLUSIONS

The following items are **not** anticipated to be required as a part of this Scope of Services:

- » Environmental or soil remediation services.
- » Water and sanitary sewer improvements.
- » Civil and structural engineering design relating to the Resh Farms stormwater outlet structure.
- » Multiple culvert design options for Westfield Culvert replacement.
- » As-built survey.
- » National Pollutant Discharge Elimination System Permit and Stormwater Pollution Prevention Plan (assumed less than 1 acre of disturbance).
- » Permit fees.
- » Archaeological investigations.
- » Ecological investigations.
- » Preparation of permanent or temporary easements and/or right-of-way acquisition documents.
- » Utility coordination.
- » Title commitments.
- » Construction management and observation services.
- » Contract management services.
- » Construction staking.
- » Boundary survey.
- » Design services for scope outside of that listed above.
- » Multiple bidding processes.
- » Geotechnical borings and reporting.
- » Illinois Department of Natural Resources hydrologic and hydraulic study/report and permitting.
- » Preliminary bridge design and Hydraulic Report submission to Illinois Department of Transportation (DOT).
- » Type, Size, and Location Drawing for culvert structure (Illinois DOT).
- » PCSWMM modeling of Resh Farms Subdivision.
- » Stormwater modeling of existing Resh Farms stormwater basin.
- » Topographic survey of Resh Farms subdivision.

**Any of the above services can be performed at an additional cost to the project upon request.*

August 23, 2024
President Frank Eubank – Village of Winnebago
Village of Winnebago – Resh Farm Drainage Improvements
Page 2

FEES

Based on the information available at this time, Fehr Graham is prepared to provide the Scope of Services described as follows on a lump sum basis:

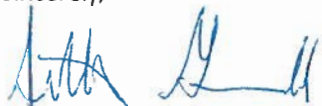
» Topographic Survey	\$3,100.00
» Westfield Culvert Replacement Design	\$26,600.00
» Bidding Documents and Services	\$5,500.00
Total	\$35,200.00

AUTHORIZATION

We appreciate the opportunity to provide you with this proposal. Please sign and return the attached Agreement for Professional Services, which will serve as your official authorization for us to proceed with the proposed work scope.

I trust that the information we have provided is in line with your expectations. If you should have any questions or concerns, please do not hesitate to contact me in the office at (815) 394-4700.

Sincerely,



Seth Gronewold, PE
Principal

SWG:jjja

Enclosures

- Site Exhibit
- Agreement for Professional Services

N:\Proposals\2024\Luke Ziegler\Winnebago, Village of\Resh Farm Stormwater\Reduced Scope Proposal\Winnebago - 2024.08.23 Resh Farm Storm Proposal.docx



**AGREEMENT
FOR PROFESSIONAL SERVICES**

Client President Frank Eubank
 Village President
 Village of Winnebago
 108 West Main Street
 Winnebago, Illinois 61088

Description of Services:

Village of Winnebago – Resh Farm Drainage Study and Improvements

Fehr Graham will complete the scope of services as outlined in the proposal dated August 23, 2024, included herein.

COST:

Based on the information available at this time, Fehr Graham is prepared to provide the Scope of Services described as follows on a lump sum basis:

» Topographic Survey	\$3,100.00
» Westfield Culvert Replacement Design	\$26,600.00
» Bidding Documents and Services	\$5,500.00
Total	\$35,200.00

The attached General Conditions are incorporated into and made a part of this Agreement.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Fehr Graham to provide services as outlined above, and also agree that I/we are familiar with and **ACCEPT THE TERMS OF THE ATTACHED GENERAL CONDITIONS.**

CLIENT:

Signature

Name

Title

Date Accepted


Franklin J. Eubank, Jr.
Village President
9/9/24

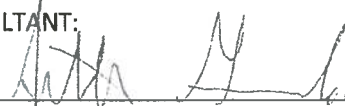
CONSULTANT:

By

Name

Title

Date Proposed



Seth Gronewold, PE

Principal

August 23, 2024

24-1570

1. The Client requests the professional services of Fehr Graham hereinafter called "The Consultant" as described herein.
2. The Consultant agrees to furnish and perform the professional service described in this Agreement in accordance with accepted professional standards. Consultant agrees to provide said services in a timely manner, provided, however, that Consultant shall not be responsible for delays in completing said services that cannot reasonably be foreseen on date hereof or for delays which are caused by factors beyond his control or delays resulting from the actions or inaction of any governmental agency. Consultant makes no warranty, expressed or implied, as to his findings, recommendations, plans and specifications or professional advice except that they were made or prepared in accordance with the generally accepted engineering practices.
3. It is agreed that the professional services described in the Agreement shall be performed for Client's account and that Client will be billed monthly for said services. A 1½% per month service charge will be incurred by Client for any payment due herein and not paid within 30 days of such billing which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Partial payments will be first credited to the accrued service charges and then to the principal.
4. The Client and the Consultant each binds himself, his partners, successors, executors, and assigns to the other party to this agreement and to the partners, successor, executors, and assigns of such other party in respect to this agreement.
5. The Client shall be responsible for payment of all costs and expenses incurred by the Consultant for his account, including any such monies that the Consultant may advance for Client's account for purposes consistent with this Agreement.
6. The Consultant reserves the right to withdraw this Agreement if not accepted within 30 days.
7. A claim for lien will be filed within 75 days of the date of an invoice for services (last day of services rendered) unless the account is paid in full or other prior arrangements have been made. All attorney fees incurred by the Consultant due to the filing of said lien or the foreclosure thereof shall be borne by the Client.

In the event suit must be filed by Consultant for the collection of fees for services rendered, Client will pay all reasonable attorney's fees and court costs.

If Client defaults in payment of fees or costs due under the terms of this Agreement and Consultant incurs legal expenses as a result of such failure, Client shall be responsible for payment for Consultant's reasonable attorney fees and costs so incurred.

8. The Consultant shall present, for the consideration of the Client, engineering and technical alternatives, based upon its knowledge and experience in accordance with accepted professional standards, with selection of alternatives and final decisions as requested by the client to be the sole responsibility of the Client.
9. Construction Phase Activities (When applicable) - In connection with observations of the work of the Contractor(s) while it is in progress the Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary in Agreement to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor(s)'s work. Based on information obtained during such visits and on such observation, the Consultant shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and the Consultant shall keep the Client informed of the progress of the work.

The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out the duties and responsibilities assigned to and undertaken by the Consultant during the Construction Phase, and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the Client a greater degree of confidence that the completed work of the Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the Contractor(s). The Consultant shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractors(s) furnishing and performing their work. Accordingly, the Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.
10. Estimates of Fees - When fees are on a time and material basis the estimated costs required to complete the services to be performed are made on the basis of the Consultant's experience, qualifications, and professional judgment, but are not guaranteed. If the costs appear likely to exceed the estimate in excess of 20%, the Consultant will notify the Client before proceeding. If the Client does not object to the additional costs within seven (7) days of notification, the increased costs shall be deemed approved by the Client.
11. The Consultant is responsible for the safety on site of his own employees. This provision shall not be construed to relieve the Client or the Contractor(s) from their responsibility for maintaining a safe work site. Neither the professional services of the Consultant, nor the presence of his employees or subcontractors shall be construed to imply that the Consultant has any responsibility for any activities on site performed by personnel other than the Consultant's employees or subcontractors.
12. Original survey data, field notes, maps, computations, studies, reports, drawings, specifications and other documents generated by the Consultant are instruments of service and shall remain the property of the Consultant. The Consultant shall provide copies to the Client of all documents specified in the Description of Services.

Any documents generated by the Consultant are for the exclusive use of the Client and any use by third parties or use beyond the intended use of the document shall be at the sole risk of the Client. To the fullest extent permitted by law, the Client shall indemnify, defend and hold harmless the Consultant for any loss or damage arising out of the unauthorized use of such documents.

13. No claim may be asserted by either party against the other party unless an action on the claim is commenced within two (2) years after the date of the Consultant's final invoice to the Client.
14. If a Client's Purchase Order form or acknowledgment or similar form is issued to identify the agreement, authorize work, open accounts for invoicing, provide notices, or document change orders, the preprinted terms and condition of said Purchase Order shall be superseded by the terms hereof.
15. Standard of Care – Services performed by Consultant under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in any report, opinion or document under this agreement.
16. Liability Insurance – Consultant will maintain such liability insurance as is appropriate for the professional services rendered as described in this Agreement. Consultant shall provide Certificates of Insurance to Client, upon Client's request, in writing.
17. Indemnification and Limitation of Liability – Client and Consultant each agree to indemnify and hold the other harmless, including their respective officers, employees, agents, members, and representatives, from and against liability for all claims, costs, losses, damages and expense, including reasonable attorney's fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's acts, errors or omissions.

The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the Client arising from Consultant's professional acts, errors or omissions, such that the total aggregate liability of Consultant shall not exceed \$50,000 or Consultant's total fee for services rendered on this Project, whichever is less.

18. Allocation of Risk – Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet unknown at the Project premises. Consultant and Client further acknowledge and understand that the evaluation, management, and other actions involving toxic or hazardous substances that may be undertaken as part of the Services to be performed by Consultant, including subsurface excavation or sampling, entails uncertainty and risk of injury or damage. Consultant and Client further acknowledge and understand that Consultant has not been retained to serve as an insurer of the safety of the Project to the Client, third parties, or the public.

Client acknowledges that the discovery of certain conditions and/or taking of preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against Consultant and agrees to indemnify, defend, and hold harmless Consultant and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss allegedly arising from procedures associated with environmental site assessment (ESA) activities or the discovery of actual or suspected hazardous materials or conditions. Client releases Consultant from any claim for damages resulting from or arising out of any pre-existing environmental conditions at the site where the work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any act or omission of Consultant or subcontractor, their representatives, agents, employees, and invitees.

If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination. Client further agrees that such discovery of unanticipated hazardous risks may require Consultant to take immediate measures to protect health and safety or report such discovery as may be required by law or regulation. Consultant shall promptly notify Client upon discovery of such risks. Client, however, hereby authorizes Consultant to take all measures Consultant believes necessary to protect Consultant and Client personnel and the public. Furthermore, Client agrees to compensate Consultant for any additional costs associated with such measures.

19. In the event of legal action to construe or enforce the provisions of this agreement, the prevailing party shall be entitled to collect reasonable attorney fees, court costs and related expenses from the losing party and the court having jurisdiction of the dispute shall be authorized to determine the amount of such fees, costs and expenses and enter judgment thereof.
20. Assignment - Neither party to this Agreement shall, without the prior written consent of the other party, which shall not be unreasonably withheld, assign the benefit or in any way transfer its obligations under this Agreement or any part hereof; provided, however, either Party may freely assign this Agreement to a parent, subsidiary or affiliate without the other party's consent. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.
21. Termination – The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Consultant will be paid for all services rendered to the date of receipt of written notice of termination, at Consultant's established chargeout rates, plus for all Reimbursable Expenses including a 15% markup.
22. Provision Severable – The unenforceability or invalidity of any provisions hereof shall not render any other provisions herein contained unenforceable or invalid.
23. Governing Law and Choice of Venue – Client and Consultant agree that this Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. If there is a lawsuit, Client and Consultant agree that the dispute shall be submitted to the jurisdiction of the Illinois District Court in and for Stephenson County, Illinois.

October 13, 2025

President Frank Eubank
 Village President
 Village of Winnebago
 108 West Main Street
 Winnebago, Illinois 61088

**RE: Village of Winnebago – Resh Farm Drainage Study and Improvements
 Additional Services – Environmental Survey Request**

Dear President Eubank,

Please accept this proposal for additional professional services for the above-referenced project as requested by Mr. Chad Insko. According to Illinois Department of Transportation (IDOT) communications regarding this project, an Environmental Survey Request (ESR) must be completed and found to be in compliance with all IDOT requirements in order for the project to utilize MFT funding. The initial pre-screening ESR was not approved by IDOT, so an in-depth ESR must now be completed. The following outlines the additional services and the associated fees.

SCOPE OF SERVICES

Environmental Survey Request (ESR)

Fehr Graham is prepared to offer the following services in an effort to submit a comprehensive ESR document to IDOT for the subject project:

- » Coordination with IDOT
 - Communicate with IDOT District 2 staff to confirm documentation requirements and clarify submittal expectations.
- » Preparation of ESR Documentation
 - Prepare the required ESR form(s) with any/all required project details, including project description, location maps, plan exhibits, cost estimate and anticipated schedule.
 - Compile any necessary supporting documentation for IDOT review (plans, figures, etc., as applicable).
 - Complete IDOT required bat assessment of the culvert.
- » Submittal and Follow-Up
 - Submit the completed ESR on behalf of the Village of Winnebago.
 - Provide any follow-up coordination with IDOT staff to track review status and respond to any requests for additional information.
- » Deliverables
 - Draft ESR for review by the Village of Winnebago.
 - Final ESR package submittal to IDOT District 2.
 - Documentation of IDOT correspondence and approval status.

EXCLUSIONS

The following items are **not** included in the scope of services proposed here within:

- » Boundary and Topographic Surveys.
- » Environmental studies not indicated above, such as a Preliminary Environmental Site Assessment (PESA) and a Preliminary Site Investigation (PSI).

- » Wetland Delineation or Mitigation Efforts.
- » Permitting with IDNR or USACE.
- » Public hearings or presentations.
- » Permitting fees not identified. Design services not listed in the original scope or in this additional services letter.
- » Construction services.
- » As-built survey and record drawings.
- » Coordination with property owners.
- » Traffic studies and capacity analysis.
- » Geotechnical studies/investigations.
- » Easement, ROW, or land acquisition efforts.
- » Easement agreement creation.
- » Temporary easement legal descriptions or exhibits.

Any of the above services can be performed at an additional cost to the project upon request.

FEES

Based on the information available at this time, these additional services can be provided on a time-and-materials basis for a fee of **\$13,700**.

We appreciate the opportunity to provide you with this proposal and trust that the information we have provided aligns with your expectations. Please sign the authorization line below to include this proposed scope and fee in the existing contract (*Fehr Graham Project No: 24-1570*) and the associated terms and general conditions.

If you should have any questions, please do not hesitate to contact me directly at 815.394.4700.

Respectfully submitted,



Luke Ziegler
Staff Engineer

LZ:lar

CLIENT:

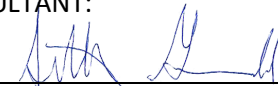
Signature _____

Name _____

Title _____

Date Accepted _____

CONSULTANT:

By  _____

Name Seth Gronewold, PE

Title Principal

Date Proposed October 13, 2025



Agenda Item Executive Summary

Item Name Ordinance for Easement Request for 309 W. Main St Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

G&G Construction has submitted a request for a sanitary sewer and water easement across Village-owned property located at the site of Wellhouse #4, 309 W. Main Street. The easement is intended to serve a landlocked parcel and would be located on the west side of the wellhouse site.

Staff has reviewed the request and supports approval, as the proposed easement avoids interference with potential future expansion of critical Village infrastructure, which is anticipated to occur to the east. G&G Construction will be responsible for all construction and restoration. The easement agreement ensures continued Village access and unobstructed use of the property.

The Village Attorney is preparing the final ordinance for consideration. This item has not had a first reading; therefore, the Village Board would need to waive the first reading in order to proceed with approval at this meeting.

ATTACHMENTS (PLEASE LIST)

Proposed Easement, Ordinance

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE ORDINANCE NO. 2025-____, AN ORDINANCE FOR THE EASEMENT REQUEST FOR 309 W. MAIN ST

Staff: Joseph Dienberg, Village Administrator Date: 11/5/2025
Chad Insko, Director of Public Works

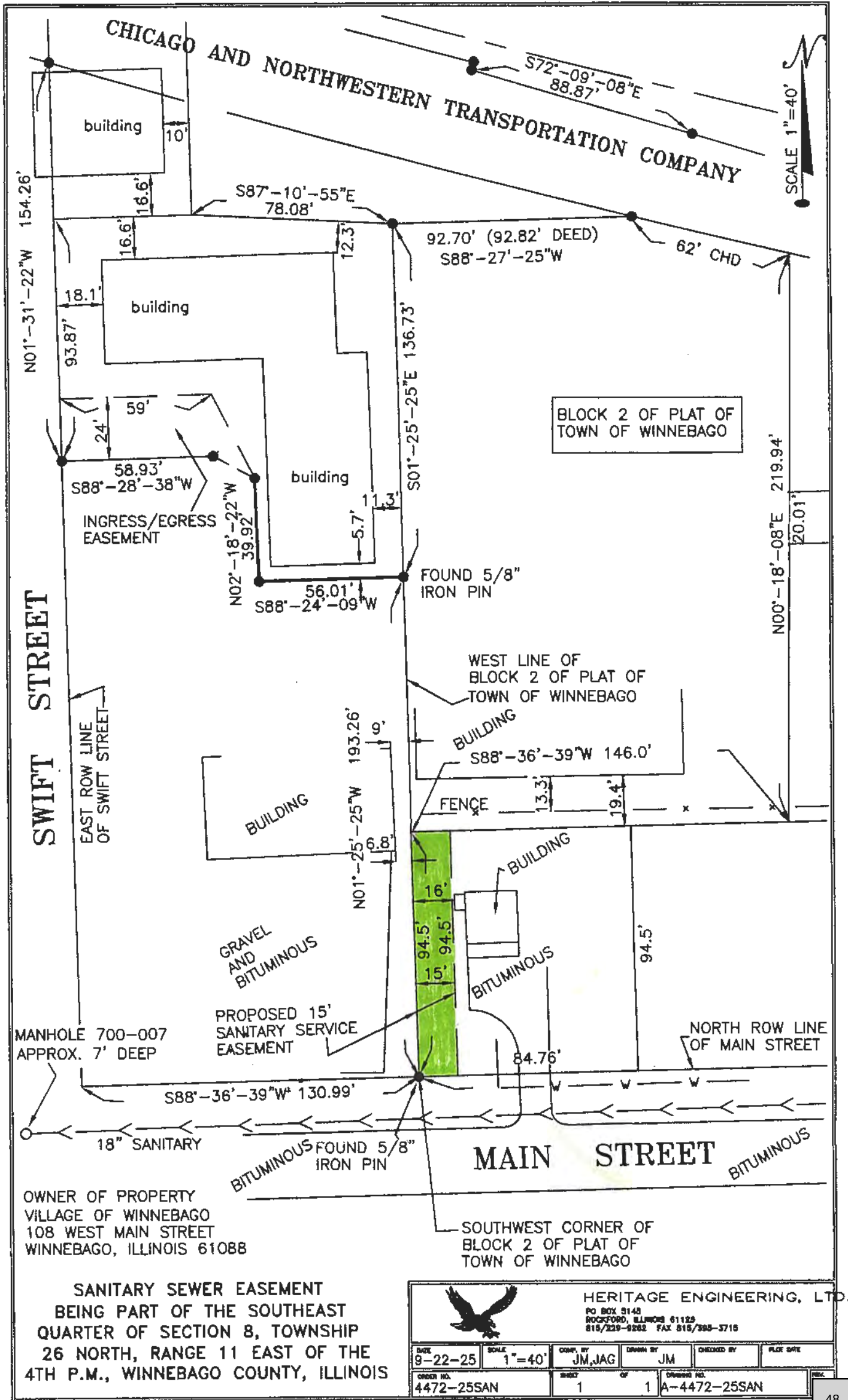


EXHIBIT A

The South 94.5 feet of the West 84.76 feet of Block 2 as designated upon the Plat of The Town of Winnebago, the Plat of which Subdivision being recorded in Book 30 of Deeds on Page 1 in the Recorder's Office of Winnebago County, Illinois.

EXHIBIT B

Part of Block 2 as designated upon the Plat of The Town of Winnebago, the Plat of which Subdivision being recorded in Book 30 of Deeds, on Page 1 in the Recorder's Office of Winnebago County, Illinois, bounded and described as follows to-wit: Beginning at the Southwest corner of said Block 2; thence North $01^{\circ}-25'-25''$ West, along the West line of said Block, 94.5 feet; thence North $88^{\circ}-36'-39''$ East, parallel with the South line of said Block, 15.00 feet; thence South $01^{\circ}-25'-25''$ East, parallel with the West line of said Block, 94.5 feet to the South line of said Block; thence South $88^{\circ}-36'-39''$ West, along said South line, 15.00 feet to the point of beginning. Situated in Winnebago County, Illinois.