



Our Mission: *To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.*

CITY OF OREGON
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To: Mayor Ken Williams & Oregon City Council
From: Darin J. DeHaan, City Administrator
Re: Bi-monthly Report

DATE: Feb 14, 2023

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of

City Business for – Jan 7, 2023 – Feb 10, 2023

Submitted by Darin DeHaan - City Administrator:

Happy Valentine's Day Everyone!

Lots of things have been happening in our great community. After several months of searching and interviews we are finally at full staff in our Public Works department. Welcome Brayden, Skyler, and Jordan to Team Oregon!

We have been working with Comcast on a new VOIP phone system. We have had several issues with our current system dropping calls as we are talking. We will be installing new phones in each municipal building. CMAAA has also chosen Comcast as their phone carrier so they will be added as an extension for easy communication between the Coliseum and City Hall. The new system will allow voicemails to be forwarded to department heads via email as well as many other features to help increase our efficiency and communication between staff and the public.

Mayor Williams and I continue to work with Chris Manheim on the Ogle County Economic Development Corporation. We served on a subcommittee to establish a job description for the director as well as suggesting hiring practices. The City Council passed a resolution in support of the Corporation and has allocated 10% of city ARPA funds to help start this regional economic development endeavor.

I met with our cybersecurity training vendor to continue our staff training for the next quarter.

Mayor Williams and I continue to work on the potential Dollar General project. We have great hope that we can work out bringing a Dollar General Market to our community which would offer additional food options for our citizens and visitors.

I met with PW Director Bill Covell and Streer Foreman Dustin Runyon to discuss and plan for tree removal, trimming and planting. We are also working on developing a plan to remove stumps that have been left in the terrace over the years. We hope to have a finalized plan for Council review in February.

I have been working with Chief Brooks to complete the police department's year end report. The Police Department has been very busy so I appreciate Chief's time on this when he can spare it. I feel the report is essential for the council and public to have access to their yearly activity and community policing efforts.

I attended a webinar on Illinois Financial Forecast with sessions on:

Economic & Industry Perspectives

Future Trends in Employment/Labor Relations

Future Trends in Healthcare

Trends that will Impact our Communities

Dynamic Trends in Current and Future Retail Environment.

Information was shared with our Economic and Community Development Committee for future discussions.

Met with Commissioner Schuster and Commissioner Wilson to discuss the annual increase in garbage fees. After analysis it was decided that no additional fee was needed at this time above the contracted \$.50 increase for COLA. The Health and Safety fund pays for several things, the Garbage Contract, Feral Cat Program, Animal Control, Code Enforcement, Building Demos to name a few.

I continue to work with our Engineers to complete the Electric Vehicle Charging Stations in the 5th Street municipal lot. I'm waiting on the recommendations from the Electrical Engineer on the design and implementation of bringing the power source to the stations.

I attended a training on how to Compete for a RAISE Grant. These grants are available for planning and major transportation projects. This training gave me a better understanding of the scope of the grant and I will discuss some possible grant projects with the council in the near future.

We met with a representative with Frontier. They are looking at a major fiber project in Oregon which will be announced in full at a later date, but the project is good news for our community.

I met with Mike Glenn Executive Director with CMAAA and discussed some additional maintenance items that the City needs to do on the Coliseum. Mike has done a great job managing the building on behalf of the city and keeping me informed on any issues that need to be addressed. Currently he is looking for a mason for some small work around the new doors that we installed a few years ago.

Commissioner Shuster and I met with CGI, a company who is working on video advertising in Ogle County. They offer Welcome videos for municipalities as well as video marketing for area businesses. You can see some of their work on the Bolingbrook IL website:

<https://www.bolingbrook.com/videtour> we are looking to update some of the videos on our website and believe this is an affordable option.

We have been working to bring an Urgent Care facility into our area. We have a few meetings to present our concept to a few different area medical providers.

I am working with the Police Department and Commissioner Krug to compile crash data for 4th and Washington as we continue to discuss traffic safety at that intersection.

I'm working with Commissioner Wilson on a few property concerns. Once we have some best practice information we will share that with our Planning Commission for their consideration.

I am working with Commissioner Cozzi and the Sustainability Committee to work on a sustainability plan for Oregon. The project is a large undertaking so I am looking for some outside help to complete the process.

Big shout out to our Public Works staff. The Water/Sewer division, Jeff, Scott, and Jayce have been working on a water main leak on North 7th Street in this cold weather. I appreciate all their hard work to get this fixed and to limit service interruptions in that block. I also want to recognize our Streets Division for handling the recent snow storms and keeping our streets open and safe. We have been short-handed in that division for several months and have a young crew who are learning as we go under the great leadership of Bill and Dustin.

Our code enforcement official, Randy Cropp has been busy addressing several properties that need to be cleaned up. He also met with each downtown business to remind them of the snow removal ordinance to keep the sidewalks clear and safe for pedestrians.

City Hall:

We have signed a new contract for our utility billing software. Over the next few months we will be migrating from our current system to LOCIS. LOCIS is web based and is a huge step forward for ease of use as well as offering several payment options for our citizens that don't currently exist. The software will also allow us better communication for services between departments and City Hall. We are looking forward to moving into better technology for our community.

*Note we will be switching over to the new phone system on February 1st. We may be without phone service for an hour or two that morning. We will put a notice out on social media as well. Staff will be in the office if you need something addressed immediately stop in.

Economic and Community Development Committee:

Next meeting 02/07/23 at 5:00 p.m. Oregon City Hall Conference Room

Sustainability Committee:

Next meeting 02/13/23 at 10:00 a.m. Oregon City Hall Conference Room

Tree Board:

No update. A new meeting date is being worked out.

Submitted by Bill Covell - Director of Public Works:

Street Department:

- Maintained streets during winter conditions
- Began installing parking blocks on South 1st Street
- Serviced several fleet vehicles and plow equipment
- Began addressing pot holes
- Maintenance at Street Department Building
- Installed lines for new phone system
- Installed street legal accessories on Polaris Ranger
- Worked on inventory
- Organize tools in new toolbox



Water / Sewer Departments:

- Completed repairs on two water main breaks
- Julie locates for utility work
- Worked on east side lift station for electrical issue
- Daily chores and samples
- Worked on lead service inventory
- Completed lead / copper paperwork for IEPA
- Training



Public Works:

- Completed bid documents for tree removal bid
- Put estimates together for possible street improvement projects
- Reviewed project pay estimate
- Help with snow removal / mechanic work
- Provide training and help with new hires
- Work on schedule for summer work and workload
- Work on new public works logo

Submitted by Chief Joe Brooks:

Police Department:

- Completed job description for a Deputy Chief Position.
- Reviewed contract for Deputy Chief Position.
- Began training Sgt Kalnins as Deputy Chief.
- Began training Detective Lee as Sergeant.
- Began training Officer Crawford as Detective.
- Continued FTO program for Officer Lester.
- Restructured badge numbers.
- Met with the Sheriff for coordinated incident response.
- Research and Development for AOP safety plan.
- Completed end of year report.
- All Officers completed the red dot firearms training.
- All Officers completed the January legal update training.
- Chief Brooks completed Danger Zone and Kevin Mitnick Security Awareness Training.
- Sgt Dominski completed mental health awareness training, Danger Zone, Kevin Mitnick Security Awareness Training.
- Sgt Kalnins completed mandated reporter training.
- Detective Lee completed applicant background investigation training, Danger Zone, and Kevin Mitnick Security Awareness Training.
- Officer McKean completed the 40 hour certification for Crisis Intervention Team.
- Officer Brechon completed OSHA Hazmat Awareness training.
- Officer Lester completed training in child abuse and neglect, sexual harrassment, psychology of domestic violence, procedural justice, civil rights and liabilities, Illinois human rights act, taser, internet security awareness, internet security and you, creating strong passwords, mobil device security, social engineering red flags, email spoofing, ransomware threats, Phishing, constitutional authority, hazmat, mental health awareness, trauma informed response to sexual assault, and CPR.
- Activity from 1-1-23 to 1-30-23. Juvenile Complaint (1), Warrant (11), Traffic Detail (1), Lockout (8), Traffic Stop (93), Hit and Run (2), Accident (10), Citizen Assist (24), Citizen Complaint (20), Check Welfare (17), Civil (4), 911 (15), Follow Up (29), Ambulance Assist (10), Checking Vehicle (11), Fraud (3), Sex Crime (5), Threat (8), Battery (1), Alarm (3), Agency Assist (2), Order of Protection Violation (1), Harassment (1), Drug Investigation, (1), Unwanted Subject (3), Animal Complaint (6), Domestic (3), Disturbance (1).