



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 Council Agenda,
Tuesday April 8th, 2025, 5:30 P.M.
115 N 3rd Street**

Public Option: Join Meeting via Zoom

Meeting ID: 868 5822 0404

Passcode: 541880

One tap mobile

+13092053325

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PRESENTATIONS**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
- 7. APPROVAL OF WARRANTS AND PAYROLL**
- 8. PROCLAMATIONS, COMMENDATIONS, ETC**
 - a. National Child Abuse Awareness and Prevention Month**
- 9. ORDINANCES**
- 10. RESOLUTIONS**
- 11. MOTIONS**
 - a. Employee Recognition Award Policy**
 - b. Façade Grant – Main Street Machines – 103 W Washington Street**
 - c. Capital Vehicle Replacement for Public Works Department**
- 12. DISCUSSION ITEMS**

The City of Oregon, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the City Manager Darin DeHaan at 815-732-6321 at least 24 hours before a scheduled meeting to allow the City to make reasonable accommodations for these persons.

13. BOARD AND COMMISSION REPORTS

- a. **PLANNING**
- b. **ECONOMIC AND COMMUNITY DEVELOPMENT**
- c. **FINANCE**
- d. **SUSTAINABILITY**
- e. **TREE BOARD**
- f. **PUBLIC ART COMMISSION**
- g. **OTHER**

14. DEPARTMENT AND OFFICER REPORTS

- a. **POLICE**
- b. **PUBLIC WORKS**
Engineering Report
- c. **CITY CLERK**
- d. **CITY ATTORNEY**
- e. **CITY MANAGER**
City Manager's Report

15. COUNCIL REPORTS

- a. **MEMBER WILSON**
- b. **MEMBER SCHUSTER**
- c. **MEMBER COZZI**
- d. **MEMBER KRUG**
- e. **MAYOR WILLIAMS**

16. EXECUTIVE SESSION

17. ADJOURNMENT

***People may attend the meeting in person at City Hall or may watch and participate via Zoom.**

A portion of the meeting maybe closed to the Public, immediately as permitted by 5 ILCS 120/2 (c) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the City of Oregon, and as permitted by 5 ILCS 102/2 (c)(11) to discuss litigation against, affecting, or on behalf of the City which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS (c)(21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2 (c) 2 Collective negotiating matters. **Possible action after executive session**

COUNCIL MEETING MINUTES
Tuesday March 25th, 2025, 5:30 P.M.
City Hall Council Chambers
115 N 3rd Street

The Council of the City of Oregon met Tuesday March 25th, 2025, at 5:30 P.M.

The meeting was held at the City Hall Council Chambers and on Zoom.

Present: Mayor Ken Williams
Council Member Kurt Wilson
Council Member Terry Schuster
Council Member Tim Krug
City Manager Darin DeHaan
Chief of Police Matt Kalnins
City Clerk Cheryl Hilton

Also Present: Public Works Director Bill Covell, John Dickson, Zach McKean,
and Luke Ziegler.

Absent: Council Member Melanie Cozzi and City Attorney Paul Chadwick.

Mayor Ken Williams called the meeting to order at 5:30pm.

Council Member Terry Schuster started the pledge of allegiance.

Council Members Krug, Schuster, Wilson, and Mayor Williams answered roll call. A quorum was present. Council Member Cozzi was absent.

Presentation

Mayor Ken Williams commended Officer Zach McKean for a recent traffic stop that resulted in the discovery of multiple illegal items. The Oregon Police Department and the City of Oregon recognized his commitment to public safety and continued efforts to combat the ongoing drug crisis.

Public Comment

None.

Approval of Minutes

Council Member Kurt Wilson moved to approve March 11th, 2025, minutes, Seconded by Council Member Terry Schuster.

Roll Call: Krug, Schuster, Wilson, Williams. No Nays. Absent: Cozzi.

Approval of Warrants & Payroll

Council Member Tim Krug moved to approve payroll in the amount of \$64,287.38 and the current warrants as listed:

Ace Hardware & Outdoor Center	\$62.98
Ancel Glink, P.C.	\$330.00
Brooks Jewelers	\$225.00
Butitta Bros Automotive- Oregon	\$112.14
Caspers Home Inspection LLC	\$1,550.00

Central Square	\$5,622.33
Cheryl Hilton	\$112.71
Cintas	\$157.02
City of Oregon	\$5,500.00
City of Oregon	\$13,683.02
City of Oregon	\$36,000.00
Comcast	\$999.38
Comcast	\$1,063.81
ComEd	\$22,390.66
Darin DeHaan	\$159.90
Discover Dixon	\$1,000.00
Ferguson Enterprises LLC #3325	\$134.33
Golden Rule Signs	\$10,976.21
Hach Company	\$72.19
Hach Company	\$2,138.79
Hawkins, Inc	\$439.40
Helm Civil	\$850.00
Highstar Traffic	\$89.75
Illinois Municipal Treasures Association	\$100.00
Ken Williams	\$33.07
Kunes Country Auto Group	\$393.26
Kunes Country Auto Group	\$18,490.70
Lexipol LLC	\$3,076.68
Mid-West Truckers Association, Inc	\$273.00
Nicor	\$608.75
Ogle County Clerk and Recorder	\$60.00
Pace Analytical Services	\$894.00
Physicians Immediate Care	\$126.00
Polo Cooperative Association	\$3,907.00
Postmaster	\$753.76
Quill	\$131.55
Radar Man Inc	\$75.00
Ray O'Herron Co, Inc	\$164.01
Sirchie Acquisition Company, LLC	\$93.33
Steve Benesh & Sons	\$462.19
Stillman BancCorp	\$2,036.03
Sun Life Financial	\$434.01
Terry Schuster	\$360.20
The Police & Sheriffs Press	\$79.05
Visa	\$2,192.52
Ward, Murray, Pace & Johnson, P.C.	\$258.50
	\$138,672.23

Seconded by Council Member Kurt Wilson.

Roll Call: Krug, Schuster, Wilson, Williams. No Nays. Absent: Cozzi.

Ordinances

None.

Resolutions

None.

Motions

Council Member Kurt Wilson moved to approve the City of Oregon Municipal Digital Sign Policy, Seconded by Council Member Tim Krug.

Discussion: The policy provides guidelines for requests and use of the digital sign at Sarah Phelps Plaza.

Roll Call: Krug, Schuster, Wilson, Williams. No Nays. Absent: Cozzi.

Discussion Items

None.

Proclamations, Commendations, Etc.

None.

Committee Reports

Economic & Community Development: Fourteen individuals will meet as the steering committee and five members will serve as the executive committee for the a5 Marketing campaign. a5 Marketing plans to hold more interviews with community members.

Finance: Held meeting with auditors for upcoming audit.

Tree Board: Residents are excited about the tree planting program. Signs with QR codes have been ordered to place near new plantings with information on the tree replacement program. Bill Covell stated over twenty trees have been planted.

Public Art Commission: One member of the committee has stepped down. They are looking for a replacement. A meeting is scheduled for the second week in April to discuss potential murals.

Department Reports

Chief of Police Matt Kalnins: Thanked Officer Zach McKean for outstanding service.

Public Works: Thanked Aaron Montoya and Josh Pickering for helping to extinguish an out-of-control brush fire.

City Manager Darin DeHaan: Has been working with department heads to create an official employee recognition program. The group will finalize the program over the next few weeks, and it will be presented to City Council for approval.

Council Reports

Council Member Kurt Wilson: Elections are in one week. He reminded everyone to vote.

Mayor Ken Williams: Stated the employee recognition program is a great idea.

Council Member Tim Krug moved to adjourn the meeting, Seconded by Council Member Terry Schuster.

Roll Call: Krug, Schuster, Wilson, Williams. No Nays. Absent: Cozzi.

Adjourn: 5:48 P.M.

Ken Williams, Mayor

Attest: _____
Cheryl Hilton, City Clerk

April 8, 2025

Payroll in amount \$65,187.68

Aegis Construction, Inc	\$8,500.00
Anne's Landscaping Supply	\$299.90
Blue Cross Blue Shield	\$18,723.55
Butitta Bros Automotive- Oregon	\$862.65
Comcast	\$330.41
ComEd	\$32.11
ComEd	\$3,954.64
Ehmen	\$441.50
EM Benefits	\$1,897.68
Envision Healthcare	\$243.00
Fehr Graham	\$3,997.00
Fehr Graham	\$9,888.75
Ferguson Enterprises LLC #3325	\$47.65
Fidelity Security Life Insurance	\$180.78
Fischer's	\$299.20
Frontier	\$92.06
Frontier	\$134.63
Habitat for Humanity of Ogle County	\$25.00
Hach Company	\$178.50
Hawkins, Inc	\$1,160.23
Highstar Traffic	\$194.20
Illinois EPA	\$58,374.60
Jeff Pennington	\$80.00
Jen's Artisan Breads Ltd	\$375.00
Kaleel's Clothing	\$398.00
Ken Williams	\$75.00
Ken Williams	\$87.73
Lonnie's Carpet Max	\$6,018.48
Manheim Solutions	\$2,592.00
MCS	\$145.00
Melanie Cozzi	\$25.00
Northern Illinois Disposal Svcs	\$24,568.80
NW Illinois Criminal Commission	\$886.40
Oregon Area Chamber of Commerce	\$8,000.00
Oregon Community Unit School Dist #220	\$13,391.00

Pace Analytical Services	\$361.50
Secretary of State	\$202.00
Steve Benesh & Sons	\$1,275.00
Stratus Network Inc	\$64.09
SundogIT	\$6,825.68
Terry Schuster	\$75.00
Verizon	\$863.41
Visa	\$319.06
Visa	\$1,076.86
Zoro Tools, Inc	\$389.99

\$177,953.04

City Manager

National Child Abuse Awareness and Prevention Month

April 1, 2025

WHEREAS, children are our nation's most vulnerable members as well as our nation's most valuable resources, helping to shape the future of our country; and

WHEREAS, positive childhood experiences —like loving caregivers and safe, stable, and nurturing relationships—can help mitigate trauma and the negative impact of adverse childhood experiences to promote the social, emotional, and developmental well-being of children; and

WHEREAS, childhood trauma can have long-term psychological, emotional, and physical effects throughout an individual's lifetime and impact future generations of their family; and

WHEREAS, childhood trauma, including abuse and neglect, is a serious problem affecting every community in the U.S., and finding solutions requires input and action from everyone; and

WHEREAS, children who live in families with access to concrete economic and social supports are less likely to experience abuse and neglect; and

WHEREAS, prevention is possible because of the partnerships created between child advocacy organizations, families, prevention advocates, child welfare professionals, education, health, community, and faith-based organizations, businesses, law enforcement agencies, and local, state, and national governments; and

WHEREAS, we acknowledge that in order to solve the public health issue of abuse and neglect we must work together to change hearts and mindsets through storytelling and sharing, center the needs of families, break down bias and barriers, and inspire action from expected and unexpected partners in prevention; and

WHEREAS, we are committed to advancing equitable, responsive, and effective systems that ensure all children and families are healthy and thriving; and

WHEREAS, we recognize the need to prioritize kids and invest in more prevention initiatives like family-strengthening policies, mental health services for children and parents/caregivers, economic supports, and community-based child abuse prevention programs at the national, state, and local levels; and

NOW, THEREFORE, I, Ken Williams, Mayor of Oregon, Illinois, do hereby proclaim April as NATIONAL CHILD ABUSE AWARENESS AND PREVENTION MONTH in Oregon, Illinois and urge all citizens to recognize this month by building a narrative of hope for children and families through collaboration and the creation of an ecosystem of primary prevention.

Mayor Ken Williams

CITY OF OREGON From: The Office of the City Manager on April 8, 2025

EMPLOYEE RECOGNITION

1.0 Purpose:

- 1.1 To establish Departmental Award Programs and annual City-wide Employee of the Year Award, all of which are designed to recognize those employees who perform their duties and responsibilities in an exemplary manner and to offer an incentive for others to follow these examples of commendable work. The effectiveness of this new awards policy will be evaluated within two years of the effective date.
- 1.2 The city is proud of employees who achieve years of service with the city. These employees provide perspective, stability, and knowledge that only years of service can assure. This Directive also establishes the conditions and guidelines for the Service Awards Program.

2.0 Scope:

- 2.1 The provisions of this Directive apply to all employees, with the exception of the Service Awards Program which only apply to Regular employees.

3.0 Definitions:

- 3.1 As used in this Directive, the following terms shall have the following meanings:
 - a) EMPLOYEE RECOGNITION COIN – Employee recognition for exceptional service. Strong Team Spirit, Creativity and Ideas, Going Above and Beyond, Building Mastery and Skill, and You've Made a Difference.
 - b) EMPLOYEE OF THE YEAR – City-wide award recognizing an employee who best exemplifies employee dedication and outstanding service to the community as described in Subsection 4.1(a).
 - c) TEAM OF THE YEAR – Award recognizing an employee team from within the Department (may include employees from other Departments) exemplifying dedication and outstanding service to the community as described in Subsection 4.1(a).
 - d) TEAM – A group of employees from one or more departments.
 - e) TEAM OF THE YEAR – City-wide award recognizing an employee

team exemplifying dedication and outstanding service to the community as described in Subsection 4.1(a).

4.0 Policy:

4.1 Departmental Awards

- a) Departments may recognize employee contributions through an Employee Recognition Coin Award based on the following criteria which shall consist of either a specific, extraordinary incident or an extended period of exceptional service in one or more of the following categories:
 - 1) Service to the public;
 - 2) Professional conduct and judgment in job performance;
 - 3) Efficiency, effectiveness, and productivity in job performance;
 - 4) Going above and beyond in the service of others;
 - 5) Teamwork and cooperation in working with fellow employees to attain established goals;
 - 6) Actions which strengthen and contribute to the effectiveness of the nominee's immediate work group, Department, or to a larger part of the city organization;
 - 7) Actions which help to significantly eliminate waste, conserve taxpayers' dollars, and/or improve the city's financial position, or improve a city service; and/or
 - 8) An idea or method that significantly increases administrative or operational efficiency.
- b) Each Department shall annually nominate an Employee of the Year and a Departmental Team of the Year based on the criteria set forth in this policy.
- c) Any employee may nominate another employee or team of employees for consideration of a Departmental Award by notifying his/her Department Head and the Department Head(s) having employees on the team. Such nomination shall include the pertinent criteria used in determining eligibility for such award and a detailed description of the service. Department Heads may

consult with other City staff before making the final determination on each nomination for their Department.

- d) Departmental award recipients will receive:
- An Employee Recognition Coin will be awarded.
 - Any employee who receives three (3) Employee Recognition Coins will receive:
 - Appropriate memo, certificate, and up to a \$50.00 gift certificate for a local business or 2 hours of personal time.
 - Recognition at the Annual Departmental Awards Event
 - A copy of the approved m e m o will be placed in the employee's personnel file
- e) Department Heads shall provide written notification to the City Clerk of any awards given so any required payroll taxes may be withheld. Department Heads are also responsible for forwarding supporting award memos to the City Clerk for personnel files.

4.2 City-wide Employee and Team of the Year Awards

- a) Each Department Head will submit, in writing, any nominations for the Employee of the Year and the Team of the Year for consideration for the City-wide Employee and Team of the Year Awards following the Annual Departmental Awards Event. If a Department Head nominates a team which does not include employees from his/her work group, the nomination must be made in concurrence with the Department Head(s) of the nominated team members. Nominations shall be submitted to the City Manager by the deadline established. The City Manager may also submit nominations for awards. The City Manager may utilize an Awards Committee to assist in the selection of the City-wide Employee and Team of the Year.
- b) Award recipients will receive: City-wide

Employee of the Year

- \$100.00 cash award or 4 hours of Comp Time (their choice)
- Plaque
- Recognition at a City Council meeting
- A copy of the approved nomination memorandum which also will be placed in the employee's personnel file

City-wide Team of the Year

- \$50.00 cash award for each team member and 2 hours or Personal Time for each team member.
- Certificate
- Recognition at a City Council meeting
- A copy of the approved nomination memorandum which also will be placed in the employee's personnel file

4.3 Service Awards Program

- a) Service Awards will be given after completion of one year, five years, 10 years, 15 years, 20 years, 25 years, 30 years, 35 years, and 40 years of continuous service in which the employee has worked a minimum of 20 hours per week on a consistent basis.
- b) Service Awards, except for one year, will be given in the form of a check. Lateral Service time will not be considered. The awards received by employees are as follows:
 - 1-Year Service Award: Pen with City of Oregon insignia.
 - 5-Year Service Award: Service Pin and \$50.00
 - 10-Year Service Award: Service Pin \$100.00
 - 15-Year Service Award: Service Pin \$150.00
 - 20-Year Service Award: Service Pin \$200.00
 - 25-Year Service Award: Service Pin \$250.00
 - 30-Year Service Award: Service Pin \$300.00
 - 35-Year Service Award: Service Pin \$350.00
 - 40-Year Service Award: Service Pin \$400.00
- c) Employees who are eligible for a Service Award for five years and above will be recognized at an Annual Departmental Awards Event. In addition, employees who have completed 20 years, 25 years, 30 years, 35 years, or 40 years will be requested to have their award presented during a City Council meeting.
- d) Employees who terminate from the City after qualifying for a service Award will receive their award as part of their final paycheck.

4.4 The City Manager or his/her designee shall administer and have responsibility to oversee the coordination of all Service Awards, and City-wide Employee and Team of the Year Awards.

4.5 In accordance with Internal Revenue Service regulations, all awards will be taxed as appropriate.

Darin DeHaan, City Manager

Date:

City Council Approved on: Date: _____



City of Oregon
FACADE IMPROVEMENT MATCHING GRANT PROGRAM

APPLICATION

1. Applicant: Circle One: Business Owner or Building Owner

2. Business Name and Address:

Main Street Machines 108 Washington St

3. Phon _____

4. Estimated cost of project:

\$ 15,000

Paint
Signage
Repair or replacement of windows
Masonry repairs
Awnings
Other _____

✓

4. Items needed to process this application:

- a. Current photograph of property to be improved.
b. Drawings of proposed improvements if available.
c. Written description of proposed improvements, including materials and colors.

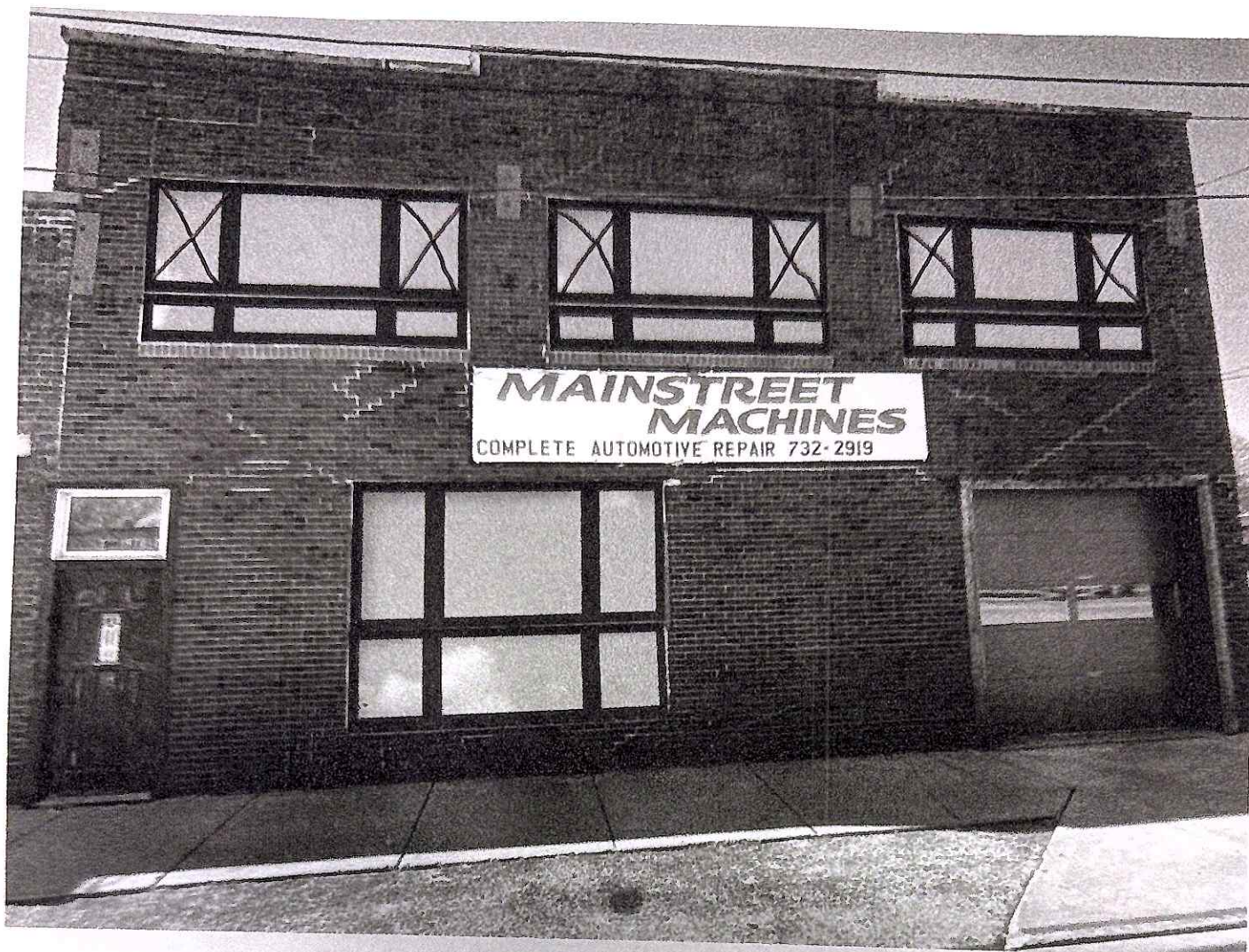
Date of Application: 3-27-25

Applicant(s) Signature(s)

☐ Approved ☐ Denied

City Manager

Date



ROCKFORD GLASS
ITS ONLY LLC
5401 EAST STATE ST.
ROCKFORD, IL 61108
PH:(815) 226-0560 FAX:(815) 226-0562

Office Copy

P/O#:

Cust State Tax ID:

Cust Fed Tax ID:

Ship Via:

Workorder: W01052950

Date: 1/6/2025

Time: 09:00 AM

Taken By: sue

Installer:

SalesRep:

Adv. Code:

Bill To: MAIN STREET MACHI

Sold To: MAIN STREET MACHI

MAIN STREET MACHINES
103 WEST WASHINGTON ST.
OREGON, IL 61061

MAIN STREET MACHINES
103 WEST WASHINGTON ST.
OREGON, IL 61061

(815) 732-2919

Qty	Part Number	Description	List	Disc%	Sell	Total
2	MISC ARCH STORE	MISC ARCHITECTURAL STOREFRONT	\$4,968.00	16	\$4,166.16	\$8,332.32
1	ONSITELAB	On Site Labor	\$5,807.45	0	\$5,807.45	\$5,807.45

WHEN USING A CREDIT OR DEBIT CARD, A NON TAXABLE FEE OF 3% WILL BE ADDED TO YOUR
PURCHASE. NO ADDITIONAL FEE APPLIED WHEN USING CASH OF CHECK.

PLEASE READ OVER QUOTE CAREFULLY AND CONFIRM ACCEPTANCE.

QUOTE VALID FOR 30 DAYS

THE HARVARD STATE BANK

028853

Remitter :

7,379 DOLLARS AND 19 CENTS

DATE

December 31, 2024

AMOUNT

\$7,379.19

Rockford Glass

NON-NEGOTIABLE

payment of this invoice according to its terms, I hereby accept responsibility for such payment and agree to pay
all charges reflected on this invoice to the above named glass company subject to and according to all terms and
conditions on this invoice.

Tax: \$618.61

Total: \$14,758.38

Less Payments: \$7,379.19

Balance: \$7,379.19

Customer's Signature: _____



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

115 N. 3rd Street, Oregon, IL 61061

Phn: 815-732-6321/ website: cityoforegon.org

To: Mayor Ken Williams & Oregon City Council

From: Darin J. DeHaan, City Manager & Staff

DATE: Apr 8, 2025

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of City Business for – Mar 22, 2025 – Apr 4, 2025

Submitted by Darin DeHaan - City Manager:

- I'm working with several area businesses and building owners for possible improvements and municipal grants.
- I continue to work with several individuals on potential economic development projects.
- Working with a5 we have pulled together a great group of volunteers who have formed a steering committee. Their first meeting was held on 4/3/2025. I look forward to continuing the marketing campaign for this year.
- I continue to work on projects that relate to work being done by the Ogle County Economic Development Corporation. We also have a strategic planning session scheduled and facilitated by Mike Delany of the Illinois Extension office scheduled for April 18th.
- Big shoutout to the City Leadership team who have helped me work on strategies to continue to develop a positive work culture and focus on a vision for maintaining high quality services for our community.
- Our executive team met and continued discussing strategies to provide attainable housing for Oregon. This has been an ongoing project and I hope to see some positive results soon, but the housing market continues to be a difficult thing.
- Reminder of our 2nd annual Bike, Ride, Roll and Walk event which is planned for May 7th with the Oregon School district. The city is co-sponsoring this event with the Schools and we are providing trophies again for best bike decoration and longest travel this year. The fire department, and police department will be involved as well.
- I continue to discuss potential private interest in a multi-sports facility for Oregon.
- I continue to work with our IT service to enhance the cybersecurity of the City's IT systems.
- I worked with our local emergency services to formulate a planned response for the scheduled protests held in Oregon.
- Worked on labor negotiations, salaries, and FY 26 budget.
- I attended a webinar on Resilient Communities which was very informative.

- Continue to work with department heads for FY 26 Capital Vehicle replacements.
- Continue to work with Public Works and our engineers on FY 26 road projects.

City Hall - Cheryl Hilton - City Clerk:

- Issued 10 building permits for the month of March.
- Yard waste will be collected the opposite week of recycling collection. Garbage is picked up every week.
- Brush pickup is the last Monday of each month - next pickup date is April 28th.

MEETING INFORMATION

Sustainability Committee:

Next meeting: Apr 14, 2025 at 9am Oregon City Hall Conference Room

Planning & Zoning:

Next meeting Apr 15, 2025 at 5:30pm Oregon City Hall Council Chambers

City Council Meeting:

Next meeting Apr 22, 2025 at 5:30pm Oregon City Hall Council Chambers

Public Art Commission:

Next meeting Apr 23, 2025 at 5:30pm Oregon City Hall Council Chambers

Economic and Community Development Committee:

Next meeting: May 6, 2025 at 5:00 p.m. City Hall Conference Room

Tree Board:

Next meeting May 20, 2025 at 4:30pm at Oregon City Hall Conference Room

PUBLIC WORKS:

Director of Public Works Submitted by Bill Covell:

1. Daily Tasks

- a. Help Schedule
 - i. Approve Bills
 - ii. Purchased supplies
 - iii. Monthly Fuel Reports
- b. Projects
 - i. Frontier Communications
 - Nothing

- ii. Trestle Ridge
 - Discuss Comcast permit and review
- iii. Headworks Project
 - Review specifications, plans, and equipment for upgrade
- iv. Lead Service Inventory
 - Updated list for IEPA
 - Started planning project to identify unknown services
- v. 2025 Road Project
 - Review ADA ramps for the project
 - Review FG cost estimates
- vi. Review and locate curb repairs on South 10th Street
- vii.
- c. Pedestrian Crossings
 - i. Nothing new
- d. SCADA Upgrades
 - i. Nothing new
- e. SPP LED Sign
 - i. Observed installation of the sign
- f. Flag pole adjustments
 - i. I spoke with Beesing about modifications that are needed

2. Meetings

- a. Department head meeting
- b. Safety meetings
- c. Tree Board
 - i. Planted 20 terrace trees so far and received permits for more
 - ii. Planted 15 Arborvitaes at WWTP

3. Miscellaneous

- a. Attended conference in Peoria



Street Department Submitted by Jordan Plock:

Daily Tasks

1. Watering of trees planted in the spring
2. Street sweeping
3. Preparing equipment for the summer season
4. Cleaning of catch basins from the fall season

Projects

1. Rebuild dump body on F350
2. Sinkhole on 7th and Jackson
3. Planted trees for the tree replacement program
4. Preparation for the sidewalk replacement program
5. Mulched the John Phelps Park at the Coliseum.

Meetings

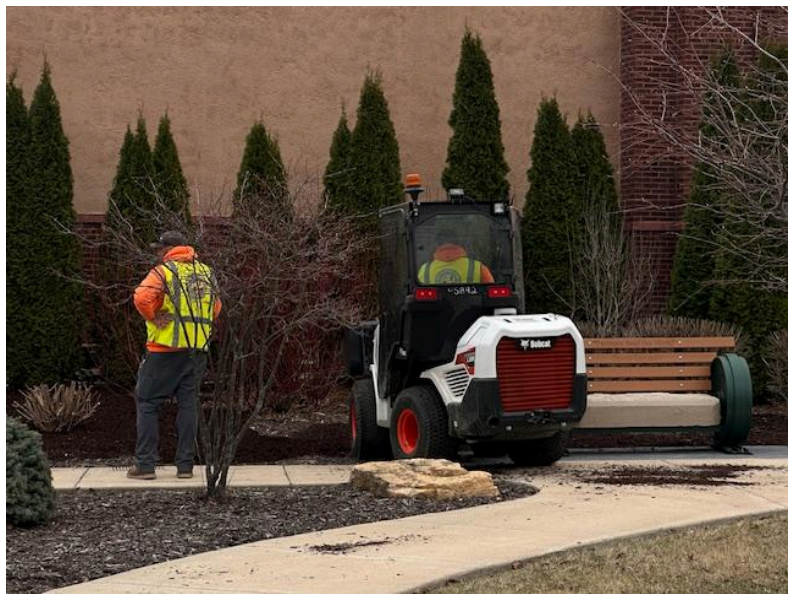
1. Bi-weekly safety meeting.
2. The street foreman attended three board meetings.
3. Department head meeting at city hall

Training

1. Safety training on chainsaws.
2. Josh attended Trees Forever training
3. The street foreman continued with his management training

Miscellaneous

1. I spoke with Benesh about using a vac truck for the whole project.



Sewer Department Submitted by Scott Wallace:

Daily tasks

1. Daily chores
2. Full testing (process control/EPA Required Monitoring)
3. Half testing (process control)
4. Pumped Sludge
5. Cleaned bar screens, and netting of tanks multiple times daily due to rags, debris
6. Daily reporting of National Weather Service recordings
7. Lift Station usage recording
8. Assisted the Water department when needed
9. Monthly reports to EPA
10. Generator/ Well checks
11. Worked with various customers on water and sewer issues (leaks, sewer backups)
12. Pulled and cleaned mixers took one in for minor repairs

Head Works Project

1. Worked with the engineer on specifications
2. Worked with prospective vendors on equipment and pricing

Treatment plant chemical room

1. Checked into current standards to address possible concerns
2. Networked with other area operators to find out how they are meeting current standards and practices
3. Contacted Hawkins to determine options and prices

Training

1. Attended IWPC Wastewater Professionals Conference



General

1. Department head meeting with City Manager and other managers to discuss city operations.
2. Continued Training of new employee on testing and process control

Water Department Submitted by Jeff Pennington:**Daily Tasks**

1. Chores
2. Daily Testing
3. Julie Locates
4. Final reads
5. Water turn ons
6. Water shut-offs
7. Generator checks

Wells

1. Finished Installing Scale and new day tanks at Well #5
2. Met with Ehmsen for a quote on installing Water heaters for eyewash stations

Lead line Inventory

1. Aidan has been doing inventory on unknown services Meter Replacement Program
1. Been scheduling meter replacements

EPA compliance

1. Took monthly Bac-t samples for Compliance on March 12th

Training

1. Aidan continues to do his Water classes through Blackhawk College for his water certification.

General

1. Assisted the Sewer Department with pulling of mixers



Oregon Police Department Submitted by Chief Matthew Kalnin

- We would like to remind everyone in the City of Oregon that it is against city ordinance to place any furniture or household items in the terrace or yard. The only exception is you may place items for pickup out the night before the arranged time, after 3:00p.m.
 - Examples of items not allowed in the yard or terrace are as follows: The storage, placing, keeping or leaving of building materials, appliances, furniture, machinery, equipment, or other similar personal property or fixtures outside a dwelling or accessory building on residential lots so as to impair the residential character and/or property value of the surrounding lots or neighborhood. This definition shall not apply to building materials, machinery or equipment on a residential lot when, and only when, an active and valid building permit has been issued for that residential lot as further defined and provided in OCC 12.16.030;

