



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 September 9th, 2025, 5:30 P.M.
115 N 3rd Street**

Public Option: Join Meeting via Zoom

Meeting ID: 859 3630 1441

Passcode: 544062

One tap mobile

+13126266799

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PRESENTATIONS**
- 5. PROCLAMATIONS, COMMENDATIONS, ETC**
- 6. PUBLIC COMMENT**
- 7. APPROVAL OF MINUTES**
- 8. APPROVAL OF WARRANTS AND PAYROLL**
- 9. ORDINANCES**
- 10. RESOLUTIONS**
 - a. Resolution 2025-6 authorizing the Closure of State Rt 2 between Webster and Monroe Street and Rt 64 between Monroe and 3rd Street be Requested of the Illinois Department of Transportation**
- 11. MOTIONS**
- 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 SCHUSTER**
- b. **MEMBER COZZI**
- c. **MEMBER KRUG**
- d. **MEMBER FLANAGAN**
- e. **MAYOR WILLIAMS**

16. EXECUTIVE SESSION

- a. **Motion to approve Property Purchase Contract**

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 August 26th, 2025, 5:30 P.M.
City Hall Council Chambers
115 N 3rd Street

The Council of the City of Oregon met Tuesday August 26th, 2025, at 5:30 P.M.

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

Present: Mayor Ken Williams
Council Member Terry Schuster
Council Member Melanie Cozzi
Council Member Tim Krug
Council Member Josiah Flanagan
City Manager Darin DeHaan
Police Chief Matt Kalnins
City Attorney Paul Chadwick
City Clerk Cheryl Hilton

Also Present: Bill Covell, Andrew Bonilla, John Dickson, Earleen Hinton, Kim Krug and Marilyn Rinnis.

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

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

Council Member Melanie Cozzi started the pledge of allegiance.

Presentation

Public Works Director Bill Covell introduced new public works employee Andrew Bonilla to the City Council.

City Manager Darin DeHaan gave an All-Trails Lead to Oregon marketing campaign update. The campaign has included thirty second commercials on WGN, featured interviews with Council Member Terry Schuster and Melanie Cozzi, a WGN TV segment featuring Christy Sitze, social media ads, and multiple posts made by social media influencers. The social media influencer's received about 3.8 million views on Instagram alone. An interview for Best of the Midwest featuring Mayor Williams is scheduled for August 28th at 1 p.m.

Proclamations, Commendations, Etc.

Mayor Ken Williams proclaimed September 12th and 13th as Intellectually Disabled Days, commonly referred to as Tootsie Roll Days.

Public Comment

Marilyn Rinnis spoke about the benefits of the Fraternal Order of Police Family Auxiliary.

Approval of Minutes

Council Member Tim Krug moved to approve August 12th, 2025, minutes, Seconded by Council Member Melanie Cozzi.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Approval of Warrants & Payroll

Council Member Terry Schuster moved to approve payroll in the amount of \$64,953.71 and the current warrants as listed:

Amazon Capital Services, Inc	\$48.48
Ancel Glink, P.C.	\$1,275.00
Bev Olson	\$32.00
BNSF Railway Company	\$3,939.28
Bobcat of Dixon	\$645.41
Brooks Jewelers	\$225.00
Butitta Bros. Automotive-Oregon	\$61.77
Caspers Home Inspection LLC	\$1,550.00
City of Rockford	\$40.00
Civic Plus LLC	\$2,976.75
Closetline LLC	\$61,417.42
Comcast	\$1,026.60
Comcast	\$1,051.14
ComEd	\$988.91
Dan Dietrich	\$80.00
Ecolab	\$616.46
EM Benefits	\$1,726.89
Fehr Graham	\$789.75
Fehr Graham	\$4,180.00
Fehr Graham	\$25,176.00
Ferguson Enterprises LLC dba Pollardwater	\$56.40
Ferguson Waterworks #2516	\$561.43
Frontier	\$114.45
Frontier	\$410.41
Gipper Farm & Gardens	\$29.00
Grainger	\$100.21
Hach Company	\$2,248.55
Hawkins, Inc	\$1,035.27
Hawkins, Inc	\$2,192.73
ILEAS	\$60.00
Illinois Association of Chiefs of Police	\$66.00
International Code Council	\$1,465.00
Jane Koeller	\$33.00
Ken Williams	\$490.66
Liz Hiemstra	\$43.00
Martin and Company Excavating	\$437.24
Menards	\$41.95
Menards	\$1,317.63
Merlin's	\$9,400.00
Nicor	\$119.85
Oregon Area Chamber of Commerce	\$1,200.00
Oregon Rotary Club	\$115.00
Pace Analytical Services	\$985.00
Physicians Immediate Care	\$205.00
Polo Cooperative Association	\$5,078.77
Postmaster	\$819.84

Quill	\$221.23
Ray O'Herron Co, Inc	\$1,334.48
Raynor Door Authority	\$1,800.00
Rock Valley Concrete Cutting, LLC	\$425.00
Shawn Melville	\$250.00
Stillman BancCorp	\$4,047.16
Stratus Network, Inc	\$65.09
Taryn Bradley	\$52.00
Terry Schuster	\$423.75
Timothy Brechon	\$10.46
Uniform Den East. Inc	\$228.67
Verizon	\$722.60
Village of Progress	\$1,280.00
Visa	\$2,680.74
Ward, Murray, Pace & Johnson, P.C.	\$132.50
Wipfli	\$45,050.00
	\$195,196.93

Seconded by Council Member Josiah Flanagan.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Ordinances

Council Member Terry Schuster moved to approve Ordinance 2025-018 an Ordinance Approving and Adopting a Second Amendment to the FY 2022 Façade Improvement Matching Grant Program, Seconded by Council Member Melanie Cozzi.

Discussion: City Manager Darin DeHaan said during the budget process it was asked to increase the matching grant amount to seven thousand five hundred dollars due to increasing costs.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Resolutions

Council Member Tim Krug moved to approve Resolution 2025-05 authorizing the Disposal of Personal Property owned by the City of Oregon, Seconded by Council Member Josiah Flanagan.

Discussion: The approval by City Council is required whenever the city disposes of property.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Motions

Council Member Melanie Cozzie moved to approve a Façade Grant for Ryan Hahn – 111-113 S 4th Street – Paint & Masonry repairs – to be paid with TIF Funds, Seconded by Council Member Tim Krug.

Discussion: The façade grant would be in the amount of seven thousand five hundred dollars. The total cost for the project is estimated at fifteen thousand two hundred and sixty dollars.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Council Member Tim Krug moved to approve a Façade Grant for Candace Rivera – 307 W. Washington Street for a sign to be paid with Economic Development Funds, Seconded by Council Member Melanie Cozzi.

Discussion: City Manager Darin DeHaan said the request is for a sign due to advertising components within the project.

Roll Call: Cozzi, Flanagan, Krug, Williams. Abstain: Schuster. No Nays.

Council Member Melanie Cozzi moved to approve a façade grant for Terry Schuster – 307 W. Washington Street for masonry repairs to be paid with Economic Development Funds, Seconded by Council Member Tim Krug.

Discussion: Council Member Terry Schuster stated there were terrible issues with the tuckpointing and loose bricks.

Roll Call: Cozzi, Flanagan, Krug, Williams. Abstain: Schuster. No Nays.

Council Member Josiah Flanagan moved to approve Change Order No. 1 2025 City of Oregon Motor Fuel Tax Project 25-00000-00-GM and authorize the City Manager to Sign on Behalf of the City, Seconded by Council Member Terry Schuster.

Discussion: A change in material reduced the cost by about ten thousand one hundred dollars.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Council Member Tim Krug moved to approve Engineer's Pay Estimate to Struck & Irwin Paving, Inc. in the amount of \$124,348.12 for the City of Oregon Motor Fuel Tax Project 25-00000-00-GM and authorize the City Manager to Sign on Behalf of the City, Seconded by Council Member Josiah Flanagan.

Discussion: City Manager Darin DeHaan reminded the council the other two bids that were received for this project were one hundred and seventy-three thousand dollars and two hundred thousand dollars. It is great to see a ten-thousand-dollar deduction in the cost of this project. Mayor Ken Williams said the slurry seal is done in one application, more efficient, and costs less. Council Member Melanie Cozzi stated there are also health and environmental benefits to the slurry seal application.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Council Member Tim Krug moved to approve Change Order No. 1 for the City of Oregon 2025 Streets Project and authorize the City Manager to Sign on Behalf of the City, Seconded by Council Member Josiah Flanagan.

Discussion: Mayor Ken Williams said about twenty thousand dollars is being saved on this project. The project included 10th, Jefferson, 8th, 2nd, and Monroe Streets. Street Foreman Jordan Plock and his department adjusted the water valves for the project which saved about seven thousand five hundred dollars.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Council Member Melanie Cozzi moved to approve Engineer's Pay Estimate to Martin & Company Excavating in the amount of \$367,654.61 for the City of Oregon 2025 Streets Project and authorize the City Manager to Sign on Behalf of the City, Seconded by Council Member Tim Krug.

Discussion: Mayor Ken Williams said this project shows the difference between a full rebuild and slurry seal. Public Works Director Bill Covell said the areas around the school were thermally striped. The Public Works Department should not have to touch up the striping for five to six years.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Discussion Items

None.

Committee Reports

Finance: The audit has been completed and will be presented to the City Council for approval. The city is also working with Wipfli to create a matrix for segregation of duties.

Sustainability: Rock River Sweep is scheduled for September 6th from 8 a.m. to 1 p.m. If the event is cancelled it will be rescheduled to September 13th.

Department Reports

City Clerk Cheryl Hilton: The next brush pickup is scheduled for September 29th, City Hall will be closed on Monday September 1st for Labor Day, and residents can now view their utility bill on the city website.

Council Reports

Council Member Melanie Cozzi: She thanked the community for their support of the Farmer's Market and the change in location.

Mayor Ken Williams said the City Council will be going into Executive Session to discuss the purchase of Real Estate, no action will be taken after.

Council Member Tim Krug moved to go into executive session to discuss the purchase of real estate at 6:09 p.m., Seconded by Council Member Josiah Flanagan.

Council Member Terry Schuster moved to adjourn the meeting, Seconded by Council Member Melanie Cozzi.

Roll Call: Cozzi, Flanagan, Krug, Schuster, Williams. No Nays.

Adjourn: 6:25 P.M.

Ken Williams, Mayor

Attest: _____
Cheryl Hilton, City Clerk



September 9, 2025

Payroll in amount \$65,774.79

a5 Group Inc	\$6,937.50
Advanced Automation & Controls	\$2,842.89
Advanced Automation & Controls	\$5,370.00
Advanced Automation & Controls	\$8,160.00
Amazon Capital Services, Inc	\$152.04
Axon Enterprises, Inc	\$7,296.56
Blue Cross Blue Shield	\$19,883.81
Butitta Bros Automotive - Oregon	\$283.55
Cindy Mudra	\$3.00
Cintas	\$150.85
City of Oregon	\$5,500.00
Civic Plus LLC	\$300.00
Comcast	\$277.68
ComEd	\$9,179.79
Dixon Paint Co	\$248.98
Envision Healthcare	\$251.00
Fehr Graham	\$10,600.00
Ferguson Waterworks	\$141.84
Fidelity Security Life Insurance	\$159.26
Fischer's	\$1,419.65
Frontier	\$299.69
Getz Fire Equipment	\$241.30
Hackbarth Truck & Equipment	\$40.37
Harvard State Bank	\$1,006.00
Hawkins, Inc	\$1,045.03
Illinois State Treasurer	\$62.07
James Taylor	\$840.00
Kaiser	\$1,320.00
Kaleel's Clothing	\$798.00
Ken Williams	\$66.14
Liz Hiemstra	\$785.71
Martin and Company Excavating	\$65.00
Martin and Company Excavating	\$83.70
Martin and Company Excavating	\$367,654.61
MCS	\$140.00
Menards	\$235.21
Michael Knoup	\$500.00
Michael Knoup	\$1,024.00
Northern Illinois Disposal Services	\$24,604.10
Ogle County Clerk and Recorder	\$73.00

Oregon SuperValu	\$29.48
Renee Foss	\$450.00
Rush Power Systems	\$2,413.88
Stratus Network Inc	\$66.07
Struck & Irwin Paving, Inc	\$124,348.12
Sun Life Financial	\$374.20
SundogIT	\$2,658.15
Village of Progress	\$1,280.00
White Pelican	\$205.00
Willett Hofmann & Associates	\$9,751.35

\$621,618.58

City Manager



RESOLUTION 2025-6

A RESOLUTION AUTHORIZING THE CLOSURE OF STATE RT. 2 BETWEEN WEBSTER AND MONROE STREET AND RT. 64 BETWEEN MONROE STREET AND THIRD STREET BE REQUESTED OF THE ILLINOIS DEPARTMENT OF TRANSPORTATION

WHEREAS, the Autumn on Parade Committee is sponsoring a parade in the City of Oregon which event constitutes a public purpose.

WHEREAS, the parade will require the temporary closure of Rt. #2 and Rt. #64, State Highways in the City of Oregon.

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purpose.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Oregon that permission to close State Rt. #2 between Webster Street and Monroe Street and Rt. #64 between Monroe Street and Third Street, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that the closure shall occur during the approximate time period of 1:00 p.m. and 3:00 p.m. on Sunday October 5th, 2025.

BE IT FURTHER RESOLVED that this closure is for the public purpose of holding a parade.

BE IT FURTHER RESOLVED that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department, and which is conspicuously marked for the benefit of traffic diverted from the State Highway. The parking of vehicles shall be prohibited where required on the detour routes to allow an uninterrupted flow of two-way traffic. The detour routes shall be as follows: Rt. #2 east to Third Street on Webster Street; north to Monroe Street; west to Rt. #2 Rt. #64 north to Monroe Street on Third Street; west to Monroe Street, south to Monroe Street; west to Third Street South to Rt. #64.

BE IT FURTHER RESOLVED that the City assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour route is in effect.

BE IT FURTHER RESOLVED that police officers or authorized flag people shall, at the expense of the City, be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED that police officers, flag people and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED that all debris shall be removed by the City of Oregon prior to reopening the State Highway.

BE IT FURTHER RESOLVED that such signs, flags, barricades, etc., shall be used by the City of Oregon as may be approved by the Illinois Department of Transportation. These items shall be provided by the City of Oregon.

BE IT FURTHER RESOLVED that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to the conditions noted above.

BE IT FURTHER RESOLVED that the City of Oregon hereby agrees to assume all liabilities and pay all claims for any damage, which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED that the City of Oregon shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of \$1,000,000 per person and \$2,000,000 aggregate which as the Illinois Department of Transportation and its officials, employees, and agents as insured and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED that a copy of this resolution is forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED and APPROVED by the City Council of the City of Oregon September 9th, 2025.

Ayes Nays Absences

--	--	--

Ken Williams, Mayor

ATTEST:

Cheryl Hilton, City Clerk



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: Sep 9, 2025

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of City Business for – Aug 24, 2025 – Sep 5, 2025

Submitted by Darin DeHaan - City Manager:

- I met with Liz Hiemstra, the Director of Economic Development for the Ogle Co. Economic Development Corporation. We toured Oregon and discussed economic development opportunities in Oregon. I also updated her on current projects. We then met with Mayor Williams to discuss his vision and strategies for Oregon moving forward.
- I continue to work with the a5 team as we start winding down the summer marketing campaign and shift to year end festivals and events.
- Happy One year work anniversary to Officer Taylor Buckwalter!
- Continue work on TIF projects and potential developments.
- I see we had a great turn out for the Dust at Dusk road night bike event. Thanks to the organizers and supporters of the fun event! Great way to continue to show off the great things Oregon and Ogle county has to offer!
- We held an Autumn on Parade safety planning meeting. I appreciate the Oregon Police Department, Oregon Fire Protection District, Ogle Co. Sheriff's Dept, Oregon Public Works Dept and the AOP members that attended the meeting. I look forward to a safe and happy 2025 Autumn on Parade.
- We are working on the change out to fall decor around the City welcome signs. Tyler will provide some options for consideration. I know he always does a great job on design and implementation!
- We continue to work on the development of the old Hunt Club and are thankful for Matt Pendergrass and his commitment and investments in Oregon. I look forward to the new business on the east side of our community!
- I have had a lot of questions about Kunes closing here in Oregon. I wish I had all the answers, but I don't. I do know that we have already started to strategize and work on this issue on behalf of our community. The loss of a car dealership, jobs, access to service, and the loss of sales tax is devastating to a small community. We will work diligently to figure out what's next for that space.

- We continue to coordinate several smaller private events. Some were cancelled, some continue as planned. Huge thanks to our Public Works Department for always being agile in providing services for these events when needed.
- I'm excited to attend the Chamber dinner again this year. It's always a great time networking, honoring individuals and businesses that deserve recognition and supporting our Oregon Chamber of Commerce. Clearly there are some financial issues facing our Chamber. I continue to coordinate with Chance Monroe and some board members to provide city support where we can.
- We put together a two page flyer with information on our leaf vac program this year. We are still waiting on our leaf vac to be built so we will be renting equipment again this year. The flyer will go out to every home in Oregon. We also included some information on Chip Seal vs Slurry vs. Resurfacing that we hope citizens find informative.

City Hall - Cheryl Hilton - City Clerk:

- The next brush pickup is scheduled for September 29th.
- 7 building permits were issued for the month of August.

MEETING INFORMATION

Tree Board:

Next meeting Sep 16, 2025 at 4:30pm at Oregon City Hall Conference Room

Planning & Zoning:

Next meeting Sep 16, 2025 at 5:30pm Oregon City Hall Council Chambers

City Council Meeting:

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

Sustainability Committee:

Next meeting: Oct 13, 2025 at 9am Oregon City Hall Conference Room

Economic and Community Development Committee:

Next meeting TBD

Public Art Commission:

Next meeting TBD

PUBLIC WORKS:

Director of Public Works Submitted by Bill Covell:

- a. Help Schedule

- b. Approve Bills
- c. Purchased supplies
- d. Monthly Fuel Reports
- e. Safety Training
- f. Train Summer Help

2. Projects

- a. I Fiber
 - i. Nothing new
- b. Headworks Project
 - i. Reviewed plans
- c. Lead Service Inventory
 - i. Updated spreadsheet
 - ii. Worked through the public notice with residents
- d. 2025 Local Road Project
 - i. Punch list
 - ii. Final Pay Request
- e. 2025 MFT Project
 - i. Punch List
 - ii. Final Pay Request
- f. 2025 East Side Sidewalk
 - i. Followed up with Fehr Graham
- g. Pedestrian Crossing
 - i. Work with Fehr Graham to get exhibits for IDOT



3. Leaf Pick-up Program

- a. Review other municipality leave pick-up programs
- b. Make leaf pick-up informational mailings
- c. Set a schedule for this year's program

4. Meetings

- a. Department Head
- b. Safety Meeting
- c. AOP meeting

5. Miscellaneous

- a. Design graphics for Slurry Seal work



Street Department Submitted by Jordan Plock:

1. Daily Tasks

- a. Street sweeping on the rotation of city streets
- b. Watering of trees planted by the city
- c. Trash pickup of city trash cans
- d. City mechanic working on daily maintenance tasks
- e. Mowing and maintenance of city-owned property.

2. Projects

- a. Crew removed and replaced 85 feet of sidewalk on Madison and 8th st.
- b. Crew patched areas of S 2nd and N 7th st
- c. The crew put in an asphalt approach in front of the city fuel tanks
- d. Crew removed 100ft of sidewalk along N 6th and Jackson st
- e. Crew removed sidewalk and installed a drainage pipe at the corner of Jackson and N 7th.
- f. Crew has been striping parking stalls and painting curbs throughout the downtown area.

3. Training

- a. Worked on Illinois Extension training for pesticide applicator license.
- b. Worked on weekly safety training
- c. Foreman worked on continuing education classes



4. General

- a. The crew removed and restored four stumps in the city terrace.
- b. Street Foreman attended the department head meeting.
- c. Spot-sprayed pesticide for weeds in the city right-of-way.
- d. Crew worked on boarding up a house on S 3rd St that was purchased by the city.
- e. Street Foreman attended a meeting at City Hall to finalize everything in preparation for the AOP festival.

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, 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 the EPA
10. Generator/ Well checks
11. Worked with various customers on water and sewer issues (leaks, sewer backups)
12. Washed clarifiers and tanks
13. Chemical Delivers

Head Works

1. No new updates at this time

Training

1. Continued training the new hire on wastewater tasks
2. Heavy Equipment Safety

General

1. Pulled and fixed RAS pump #2 due to rags
2. Pulled and swapped out RAS pump #1 due to rags
3. Fielded phone calls regarding lead and copper
4. Cleaned rags from mixers
5. Troubleshooting and adjustments to the digester level radar

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.) Repaired Chemical feed pump parts as needed
- 2.) Took Chemical delivery from Hawkins for process/control

Meter Replacement Program

- 1.) Been scheduling and replacing meters as time allows

EPA compliance

- 1.) Took monthly Bac-t samples, DPD Samples, and Fluoride samples for EPA compliance.
- 2.) Collected samples for Lead and Copper Sampling, we have received 28 samples out of 40 so far.

Training

- 1.) No current training

General

- 1.) Repaired the Chain on our trailer vector. Found a valve that had rusted out in an Air relief tank. Will look into getting it repaired.
- 2.) Assisted the Sewer department when needed
- 3.) Worked with customers on water leaks and sewer issues at numerous locations.
- 4.) Lowered valve boxes in multiple locations around town to meet grade
- 5.) Attended meetings with the Public Works Director and City Manager
- 6.) Worked with the crew at the Fire Station project to identify pipes in the ground.
- 7.) Collected Fire extinguishers to have Getz Fire Service recertify and tag for 2025.

Oregon Police Department Submitted by Chief Matthew Kalnins