



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

December 30, 2020

Management Reports

1. **Manager's Notes - See weekly report**
2. **Finance Department - See weekly report**
3. **Public Works Department - See weekly report**
4. **Community Development Department – No weekly report**
5. **Police Department – See weekly report**
6. **Fire Department – No weekly report**

Calendar (Can be found on front page of Village website www.clarendonhills.us)

December 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

Thu Dec. 31 - Fri Jan. 1

[Offices Closed in observance of New Year's Day.](#)

Mon Jan. 4

[Special Village Board Meeting](#)

Mon Jan. 4

[Cancelled - Village Board Regular Meeting](#)

Mon Jan. 18

[Martin Luther King Jr. Day \(Offices open\)](#)

Tue Jan. 19

[Rescheduled Village Board Special Meeting due to MLK day 1/18](#)

Wed Jan. 20

[Chamber of Commerce Meeting](#)

Thu Jan. 21

[Zoning Board of Appeals and Planning Commission Meeting](#)

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager
Date: December 30, 2020
Subject: Weekly Report

- **COVID-19 Business Operation Update** – Recommendations are being presented as part of the January 4th Board Meeting packet. Nothing further to report at this time.
- **Staff Response to COVID-19 Pandemic/Village Operations** – We are continuing to operate as we have before, with a renewed emphasis on staff remaining as separate as possible. Village facilities will be closed on New Year's Eve as a reflection to impact of COVID. Many Village firefighters/paramedics and police officers have received the first half of the vaccine shot.
- **COVID-19 Health Department Update** – I took part in the weekly call a week ago Monday. The news continued to be generally negative, though some of the trend lines seem to have moderated. The "positivity rate" has dropped and available hospital rooms have gone up.
- **Police Assistant Search** – The Village is seeking a part-time Police Assistant. Initial interviews are taking place next week.
- **Happy New Year!** – On behalf of Village staff, I wish the Board and our residents a safe and happy New Year. We can only hope it will be better!

Enjoy the weekend and stay safe.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: December 30, 2020
Subject: Department Report

1. Village Hall is Open M-F 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). **Masks are required** of anyone entering the building.
2. Just a friendly reminder to residents of the various ways to pay their water bill while practicing safe social distancing:

- **Online Payments**

- www.clarendonhills.us/388/Online-Bill-Pay
 1. Pay by Credit/Debit Card (*All major credit cards accept with no addition fees*)
 2. Sign up for Auto Debit (ACH – auto draft a checking or savings account)

- **Pay-In Person/Drive Up Drop box**

Village Hall is Open M-F 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). Masks are required of anyone entering the building. Clarendon Hills Bank has Drive-up Drop box is in the outside drive-up lane

- **Pay by Mail**

Use the enclosed remittance envelope that came along with the bill addressed to:

Village of Clarendon Hills
PO Box 5671
Carol Stream, IL 60197-5671



MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: December 30, 2020
Subject: Weekly Reports since December 18th

1. Crews repaired a water main break on a four-inch main on Indian on the day before Christmas Eve. They were able to complete the repair without disrupting service to any homes. They did get a little wet. 😊
2. Snow finally reached us Tuesday afternoon, and so did some freezing rain overnight. Crews were split with one staying late into the night on Tuesday and the other coming in pre-dawn on Wednesday. Our contractor also completed snow removal on area sidewalks around the Downtown. The contractor building the train station took care of the south platform and adjacent sidewalks.
3. A number of trees were trimmed in the northeast portion of the Village.
4. Our mechanic assisted, with a boom truck, with the installation of a new heating unit at the Police Department.
5. A number of storm sewer grates were cleaned in advance of the rainfalls last weekend.
6. Water meters will be read tomorrow.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: December 30, 2020
To: Village Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

Over the past several months, the Department has responded to a number of calls where residents received IDES (Illinois Department of Employment Security) unemployment debit cards in the mail. The residents involved never applied for unemployment benefits.

Anyone who receives one of these cards should:

- 1. File a report with The Clarendon Hills Police Department. It is possible that you are victim of identity theft.**
- 2. Do not follow the instructions on the letter or activate the debit card.**
- 3. File a report online with the Federal Trade Commission at ftc.gov.**
- 4. Check your credit report for fraudulent activity.**
 - a. Trans Union: 1-800-680-7289**
 - b. Experian: 1-800-397-3742**
 - c. Equifax: 1-800-525-6285**
- 5. Call IDES at 1-800-814-0513. Select your language, press 1 for claim and 5 for identity theft.**

Please drive carefully this New Year's weekend. Buckle up, don't drink and drive and put the cell phone down.

Training and Meetings:

- Last week, I attended an Illinois Association of Chiefs of Police meeting. Issues pertaining to downstate legislation were discussed.
- I attended a DuPage Health Department meeting, last week. Issues concerning Covid19 and vaccination were discussed.

Recent events:

On December 19, 3:34pm, officers responded to an apartment at 284 Woodstock for a report of a domestic battery. The offender was placed into custody, charged, then transported to DuPage County Jail.

On December 19, 12:49am, officers came across a van, which was missing one wheel, stuck in the parkway near 269 S. Prospect. During the investigation, officers discovered that the van lost the wheel on N/B Rte. 83, near 63rd, and continued

driving on three wheels to Prospect. The driver was eventually placed into custody for DUI.

On December 22, 9:41pm, officers witnessed a van hit the retaining wall at 124 Eastern. After striking the wall, the van quickly backed up onto the street only to drive back into the wall. The driver was eventually placed into custody for DUI.

On December 22, 6:42pm, officers responded to Lion's Pool for three youths trespassing. Officers will be following up with their parents.

On December 24, 2:28am, officers responded to S/B Rte. 83 for a hit and run crash. The victim related that a white Ford 500 sideswiped her car and kept driving. Pending.

On December 25, 12:07pm, officers responded to a residence on Chestnut for a verbal domestic. Officers assisted the family.

On December 26, 9:02pm, officers responded to the 100 block of Mohawk for a verbal domestic. Officers helped to resolve the situation.

On December 27, 4:13am, officers came across a suspicious vehicle in the Tracy's Tavern parking lot. At the same time, officers discovered an A/C unit pulled away from the rear of the building in what appeared to be an attempted theft of the unit. Charges pending.

On December 28, 11:57am, officers responded to a business in the 200 block of 55th for a fraud report. An employee discovered a fraudulent check while going through bank records.

On December 29, at 12:07pm, officers responded to a residence on Waverly regarding an identity theft. The complainant was a victim of the current Illinois Department of Employment scam that has been frequently occurring. Officers handled 16 such calls over the past two weeks.