

OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

Called by: Keith McDonald, Chairman
Members: John Butitta, Jean Crosby,
Paul Arena, Joe Hoffman, Dorothy
Redd, Jaime Salgado

DATE: THURSDAY, JUNE 2, 2022
TIME: 5:30 PM
LOCATION: ROOM 303
COUNTY ADMINISTRATION BLDG
404 ELM STREET
ROCKFORD, IL 61101

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of April 7, 2022 Minutes
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution to Amend the Winnebago County Emergency Rental Assistance (WCERA) Policy
- F. Resolution Approving RFQ for County Construction Project Consultant
- G. Future Agenda Items
- H. Adjournment

Approval of Minutes

**Winnebago County Board
Operations and Administrative Committee Meeting**
County Administration Building
404 Elm Street, Room 303
Rockford, IL 61101

Thursday, April 7, 2022
5:30 PM

Present:

Keith McDonald, **Chairman**
John Butitta
Jean Crosby
Paul Arena
Dorothy Redd
Jaime Salgado

Absent:

Joe Hoffman

Others Present:

Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Ann Johns, Purchasing Director
Debbie Crozier, HR Department
Dominick Barcellona, Sheriff's Office
Pat McDiarmid, River Bluff Nursing Home
Mark Lofgren, River Bluff Nursing Home
Shawn Franks, Facilities
Chris Petrus, IT Department
Chris Green, Rockford Register Star

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of December 16, 2021, January 6 and February 3, 2022 Minutes
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Awarding Joint Seal Coating Services
- F. Family Court Center (PSB) Project – Discussion
- G. Other Matters
- H. Adjournment

Chairman McDonald called the meeting to order at 5:30 PM.

Motion to approve the minutes of December 16, 2021, January 6 and February 3, 2022

Moved: Ms. Crosby, Seconded: Mr. Salgado.

Motion passed by unanimous voice vote.

Public Comment

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

Resolution Awarding Joint Seal Coating Services

Motion by Mr. McDonald and Seconded by Ms. Crosby.

- A discussion followed.

Motion passed by unanimous voice vote.

Family Court Center (PSB) Project – Discussion

- A discussion followed.

Other Matters

- Mr. McDonald asked about Mr. Thompson's review.

Motion to Adjourn. Moved: Ms. Crosby, Seconded: Mr. Butitta.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

**RESOLUTION
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

2022 CR _____

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: KEITH McDONALD

**RESOLUTION TO AMEND THE WINNEBAGO COUNTY
EMERGENCY RENTAL ASSISTANCE (WCERA) POLICY**

WHEREAS, in 2021, the County of Winnebago, Illinois (County) received two rounds of federal funding from the United States Department of the Treasury for an Emergency Rental Assistance Program to provide rental and utility assistance to eligible County households; and

WHEREAS, based on guidance from the U.S. Department of the Treasury and the regulations, County staff established a Winnebago County Emergency Rental Assistance (WCERA) Policy, which was amended from time to time due to changes in the program; and

WHEREAS, the County is currently in the process of reviewing applications and disbursing funds under the second round of federal funding (ERAP2); and

WHEREAS, at this time, there is a need to focus the remainder of the ERAP2 funding on eligible households who are facing eviction and may have court cases pending in the Seventeenth Judicial Circuit Court; and

WHEREAS, the Operations and Administrative Committee and the Winnebago County Board finds that amending the WCERA Policy to focus or prioritize eligible households who are facing eviction would be the best utilization of the remainder of the funds and in the best interests of the County.

THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the Winnebago County Emergency Rental Assistance (WCERA) Policy shall be amended to focus or prioritize eligible households who are facing eviction and may have court cases pending in the Seventeenth Judicial Circuit Court.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its adoption.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby directed to prepare and deliver certified copies of this Resolution to the County Administrator and Chief Financial Officer.

Respectfully submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

Keith McDonald, Chairman

Keith McDonald, Chairman

John Butitta, Vice Chairman

John Butitta, Vice Chairman

Jean Crosby

Jean Crosby

Paul Arena

Paul Arena

Joe Hoffman

Joe Hoffman

Dorothy Redd

Dorothy Redd

Jaime Salgado

Jaime Salgado

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____, 2022.

Joseph V. Chiarelli, Chairman of the
County Board of the County of Winnebago,
Illinois

ATTEST:

Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois

RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Sponsored by: Keith McDonald

Submitted by: Operations & Administrative Committee

2022 CR

RESOLUTION APPROVING RFQ FOR COUNTY CONSTRUCTION PROJECT CONSULTANT

WHEREAS, the Winnebago County Board is the statutory governing body of Winnebago County, Illinois, a body politic and corporate; and

WHEREAS, the County of Winnebago, Illinois plans various construction projects throughout the county, and these projects may involve architects, contractors, planners, consultants and other professional services; and

WHEREAS, the Operations and Administrative Committee and the County Board has approved the County to hire a project consultant for these construction projects, which will include, but is not limited to, reviewing bids, plans and costs on materials and equipment submitted to the County; and

WHEREAS, the Operations and Administrative Committee has reviewed and approved the Request for Qualifications solicitation to hire a County Construction Project Consultant; and

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the County Administrator is authorized and directed to advertise the solicitation to hire a project consultant for County construction projects, with the final selection subject to approval by the Operations and Administrative Committee and the advice and consent of the Winnebago County Board.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Chief Financial Officer, County Administrator, Facilities Engineer, Director of Purchasing, Finance Director, County Board Office, and County Auditor.

Respectfully Submitted,
OPERATIONS & ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIRMAN

KEITH McDONALD, CHAIRMAN

JOHN BUTITTA, VICE CHAIRMAN

JOHN BUTITTA, VICE CHAIRMAN

PAUL ARENA

PAUL ARENA

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

DOROTHY REDD

DOROTHY REDD

JAIME SALGADO

JAIME SALGADO

The above and foregoing Resolution was adopted by the County Board of the County of

Winnebago, Illinois this _____ day of _____ 2022.

ATTESTED BY:

JOSEPH CHIARELLI
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS