

**Winnebago County Board
Operations and Administrative Committee Meeting**
Virtual Meeting – Zoom
(Winnebago County YouTube Live)

Thursday, April 15, 2021
5:30 PM

Present:

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

Others Present:

Joe Chiarelli, County Board Chairman
Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Lafakeria Vaughn, State’s Attorney’s Office
Ann Johns, Director of Purchasing
Dan Magers, IT Department
Deb Crozier, HR Department
Steve Schultz, County Board Member
Tim Knauf, Gallagher Williams – Manny

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of November 5, December 3 and 17, 2020 and January 7, 2021 Minutes
- D. Public Comment
- E. Update on the Status of the Excess Vacation Balances
- F. Resolution Authorizing the Execution of a Renewal Agreement with Vision Service Plan (VSP) for Voluntary Vision Insurance
- G. Resolution for Approval of Winnebago County Board Chairman Proposed Vehicle Use
- H. Resolution to Approve Telecommunication Service Contract
- I. Resolution Authorizing the Execution of an Agreement with Zero Card for a Voluntary/Supplemental Health Benefit
- J. Resolution Authorizing the Execution of an Agreement with Aura Benefits Program for a Voluntary Identity Guard Plan
- K. Other Matters
- L. Adjournment

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

Motion to approve the November 5, December 3 and 17, 2020 and January 7, 2021 Minutes

Moved: Mr. McDonald, Seconded: Mr. Butitta.

Roll call: Mr. Butitta yes, Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes and Mr. Salgado yes.

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.

Update on the Status of the Excess Vacation Balances

- A discussion followed.

Resolution Authorizing the Execution of a Renewal Agreement with Vision Service Plan (VSP) for Voluntary Vision Insurance

Motion by Mr. McDonald and Seconded by Mr. Hoffman.

- A discussion followed.

Roll call: Mr. Butitta yes, Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes, Mr. Salgado yes and Mr. McDonald yes.

Motion passed by unanimous voice vote.

Resolution Authorizing the Execution of an Agreement with Zero Card for a Voluntary/Supplemental Health Benefit

Motion by Mr. McDonald and Seconded by Mr. Salgado.

- A discussion followed.

Roll call: Mr. Butitta yes, Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes, Mr. Salgado yes and Ms. Redd yes.

Motion passed by unanimous voice vote.

Resolution Authorizing the Execution of an Agreement with Aura Benefits Program for a Voluntary Identity Guard Plan

Motion by Mr. McDonald and Seconded by Mr. Butitta.

- A discussion followed.

Roll call: Mr. Butitta yes, Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Redd yes, Mr. Salgado yes and Mr. McDonald yes.

Motion passed by unanimous voice vote.

Resolution for Approval of Winnebago County Board Chairman Proposed Vehicle Use

Motion by Mr. McDonald and Seconded by Mr. Arena.

- A discussion followed.

Roll call: Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Redd yes, Mr. Salgado yes, Mr. Butitta yes and Mr. McDonald yes.

Motion passed by unanimous voice vote.

Resolution to Approve Telecommunication Service Contract

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

- A discussion followed.

Roll call: Mr. Arena yes, Mr. Hoffman yes, Ms. Redd yes, Mr. Salgado yes, Mr. Butitta yes, Ms. Crosby yes and Mr. McDonald yes.

Motion passed by unanimous voice vote.

Other Matters

None

Motion to Adjourn. Moved: Mr. Salgado, Seconded: Mr. Butitta and Mr. Hoffman.
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

Winnebago County Board
Operations and Administrative Committee Meeting
Virtual Meeting – Zoom
(Winnebago County YouTube Live)

Thursday, May 6, 2021
5:30 PM

Present:

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

Others Present:

Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Melinda Macias, Purchasing Dept.
Gus Gentner, IT Dept.
Dan Magers, IT Dept.
Shawn Franks, Facilities
Steve Schultz, County Board Member
Mark Lofgren, RBNH

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of February 4, 2021 Minutes
- D. Public Comment
- E. Resolution Awarding Joint Seal Coating Services
- F. Other Matters
- G. Adjournment

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

Motion to approve the minutes of February 4, 2021

Moved: Mr. Salgado, Seconded: Mr. Hoffman.

Roll call: Mr. Butitta yes, Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Redd yes, Mr. Salgado yes and Mr. McDonald yes.

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 Mr. Butitta.

- A discussion followed.

Roll call: Mr. Butitta yes, Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Redd yes, Mr. Salgado yes and Mr. McDonald yes.

Motion passed by unanimous voice vote.

Other Matters

None

Motion to Adjourn. Moved: Mr. Salgado, Seconded: Mr. Hoffman.
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant



W C H D
Winnebago County Health Department

Serving Our Whole Community

Resolution Executive Summary

Prepared By: Winnebago County Health Department
Committee: Operations and Administrative Committee
Committee Date: July 1, 2021
Resolution Title: Resolution Amending the Winnebago County Health Department Soil Boring Fee Schedule
Board Meeting Date: July 8, 2021

Rationale for Soil Boring 2021 Fee Increase

Soil Borings Analysis Services

- Winnebago County Soil & Water Conservation District Fee schedule.
- The fee structure in Winnebago County was last addressed in 2010.
- Researching the fees for the same services in the surrounding area indicates that SWCD fee structure has lagged.
- Recommend that the fee structure be evaluated biannually, to maintain conformity and consistency with the professional standard.

Statement of Request

- The Winnebago County Soil & Water Conservation District (SWCD) has informed WCHD that their soil boring service fees will be increasing to cover cost incurred.
- SWCD new fee structure was implemented when passed by County.
- This request has prompted WCHD to propose an increase to their soil-boring fee to cover SWCD fee increases.
- Requirement of Private Sewage Disposal Code (Sec. 86-78 - Determining suitability and sizing) to exclusively utilize their soil analysis services:
 - The county soil survey, prepared by the Natural Resource Conservation Service, US Department of Agriculture and an ISCA or SSSA approved soil scientist/classifier from the Winnebago County Soil and Water Conservation District, shall be the official sources of information about the soils of the county.
- Winnebago County SWCD services are essential for the WCHD's septic program. Their soil analysis service provides us the ability to determine what type and size of septic system to ensure groundwater protection.
- In addition to the fee increase, SWCD is requesting that all soil services per property (new &/or repair) should be the same fee instead of having different cost for each type of application.

Staff Recommendations

- WCHD staff is in favor of the soil boring fee increase.
- Staff is suggesting a term be put in place so both agencies can review/revise their scope of work, compensations, etc.

Cost Comparison

Initial Borings	SWCD	WCHD	Total
Current - Repair	\$ 250.00	\$ 103.00	\$ 357.00
Current - New	\$ 275.00	\$ 122.00	\$ 393.00
Proposed - All Applications	\$ 325.00	\$ 150.00	\$ 475.00

Supplemental Borings	SWCD	WCHD	Total
Current	\$ 75.00	\$ 75.00	\$ 150.00
Proposed	\$ 175.00	\$ 175.00	\$ 350.00

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

2021 CR

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

**RESOLUTION AMENDING THE WINNEBAGO COUNTY HEALTH DEPARTMENT
SOIL BORING FEE SCHEDULE**

WHEREAS, the County Board of the County of Winnebago, Illinois, desires to amend the Winnebago County Health Department (WCHD) Soil Boring fee schedule for the soil boring/septic suitability program with the Winnebago County Soil & Water Conservation District (SWCD); and

WHEREAS, the Winnebago County SWCD informed the WCHD that their soil boring service fees were increasing as of March 1, 2021, which prompted the WCHD to review its soil boring fees to align with Winnebago County SWCD, which have not been addressed since 2010; and

WHEREAS, pursuant to Section 86-78 of the County of Winnebago Code of Ordinances, the Winnebago County SWCD services are essential for the WCHD’s septic program because it provides the WCHD the ability to determine what type and size of septic system to ensure groundwater protection; and

WHEREAS, on February 16, 2021, the Winnebago County Board of Health (BOH) recommended approval of the new WCHD Soil Boring fee increases, with further consideration by the Winnebago County Board; and

WHEREAS, the WCHD and Board of Health recommend increasing the fees as follows:

Initial Soil borings:	Old Fee (SWCD/WCHD)	New Proposed Fee (SWCD/WCHD)
New Construction:	\$275/\$122	\$325/\$150
Repair/Replacement:	\$250/\$103	\$325/\$150
Supplemental Borings:	\$75/\$75	\$175/\$175

WHEREAS, the BOH is recommending an amended fee schedule to align with the Winnebago County SWCD fee increases and to maintain this essential service for the County.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the above listed WCHD Soil Boring fee increases are approved.

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 authorized and directed to prepare and deliver certified copies of this Resolution to the County Administrator, County Chief Financial Officer, Director of Purchasing, County Auditor, Finance Director and the Public Health Administrator.

**Respectfully submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE**

AGREE

DISAGREE

Keith McDonald, Chairman

Keith McDonald, Chairman

John Butitta, Vice Chairperson

John Butitta, Vice Chairperson

Dorothy Redd

Dorothy Redd

Paul Arena

Paul Arena

Joe Hoffman

Joe Hoffman

Jean Crosby

Jean Crosby

Jamie Salgado

Jamie Salgado

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____, 2021.

Joseph 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 Executive Summary

Prepared By: Lafakeria Vaughn
Committee: Operations and Administrative Committee
Committee Date: July 1, 2021
Resolution Title: Resolution Approving an Intergovernmental Agreement between the County of Winnebago and Veterans Assistance Commission of Winnebago County
County Code: Not Applicable
Board Meeting Date: July 8, 2021

Budget Information:

Was item budgeted? N/A	Appropriation Amount: N/A
If not, explain funding source:	
ORG/OBJ/Project Code: N/A	Budget Impact: N/A

Background Information: The prior Intergovernmental Agreement (IGA) with the Veterans Assistance Commission of Winnebago (VAC) expired in June 2020. The Illinois Military Veterans' Assistance Act, codified as 330 ILCS 45/0.01, *et seq.* (Act) creates and regulates the authority of the VAC. The County of Winnebago has a maximum real estate tax rate for the VAC of not to exceed .04% of the assessed value annually on all taxable property of the County, for the sole purpose of providing assistance to military veterans and their families pursuant to the Act and the Counties Code 55 ILCS 5/5-2006. The major terms and conditions of the prior IGA will remain the same, with the inclusion of additional details related to the duties of the VAC.

Recommendation: Staff concurs

Contract/Agreement: Intergovernmental Agreement with the Veterans Assistance Commission of Winnebago County

Legal Review: Legal review conducted by States Attorney's Office

Follow-Up: N/A