

# OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

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

**DATE:** THURSDAY, JUNE 18, 2020  
**TIME:** 5:30 PM

**LOCATION:** VIRTUAL MEETING – ZOOM  
(WINNEBAGO COUNTY YOUTUBE  
LIVE)

## AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of February 25, March 5, and April 6, 2020 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 Appoint Precinct Election Judges
- F. Resolution Awarding Quotes for Bulk National Gas Supply
- G. Resolution Awarding Cyber Security: Winnebago County Metropolitan Area Network Replacement of Obsolete Firewalls
- H. Resolution Amending Organizational Structure of the County Board of the County of Winnebago
- I. Other Matters
- J. Adjournment

**Winnebago County Board**  
**Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 510  
Rockford, IL 61101

Tuesday, February 25, 2020  
5:30 PM

**Present:**

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

**Others Present:**

Steve Chapman, Interim County Administrator  
Shawn Franks, Facilities Management  
Ann Johns, Purchasing Director  
Dave Tassoni, County Board Member  
Tim Nabors, County Board Member  
Tom Tristano, Prairie Forge Group

**Absent:**

Joe Hoffman  
Dorothy Redd

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Update on Public Safety Building
- E. Other Matters
- F. Adjournment

Chairman McDonald called the meeting to order at 5:47 PM.

**Public Comment**

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

**Update on Public Safety Building**

- There are some additional items that came up beyond what was originally discussed. The tensioning system still has to be reviewed. Beyond the original contract, there were two additional services performed by outside contractors hired by Prairie Forge with the okay of the previous County Administrator. One had to do with the land surveying and engineering services which was an additional cost. There was an additional item for probing, x-ray screening, and exploratory demolition of the walls and ceilings with Alpine Demolition.
- There are 3 other requests that have been made from Prairie Forge to the County outside the scope of services they originally had. The first one is some additional probing and demolition work. There is also an item for equipment rentals for the contractors to do their work and the different equipment they needed. The last item was the environmental testing of hazardous materials.

- The other issue is the mess on the second floor of the building. When the City moved out they left pretty much everything they had there. Some of it was there and some of it was from the original building when the building was constructed. There is a lot of furniture to be moved.
- Mr. Tristano gave an update and presentation/slides. They had a site survey look at utilities. He spoke about probing, salvaging the building, post tensioning rods, and environmental cleanup. Three design options were discussed.

**Other Matters**

None

**Motion to Adjourn.** Moved by Mr. Arena and Seconded by Mr. Butitta.  
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling  
Administrative Assistant

**Winnebago County Board  
Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 510  
Rockford, IL 61101

Thursday, March 5, 2020  
5:30 PM

**Present:**

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

**Others Present:**

Frank Haney, County Board Chairman  
Marilyn Hite Ross, State's Attorney  
Ann Johns, Purchasing Director  
Steve Schultz, County Board Member  
Angie Goral, County Board Member

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of November 21 and December 12, 2019 Minutes
- D. Public Comment
- E. Resolution Authorizing Additional Services by the Prairie Forge Group Relating to the Public Safety Building Project
- F. Resolution Awarding Bids for Countywide Computer Replacement
- G. Other Matters
- H. Adjournment

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

**Motion to approve the Minutes of November 21 and December 12, 2019**

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

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 Authorizing Additional Services by the Prairie Forge Group Relating to the Public Safety Building Project**

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

- A discussion followed.

Motion passed by unanimous voice vote.

**Resolution Awarding Bids for Countywide Computer Replacement**

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

- A discussion followed.

Motion passed by unanimous voice vote.

**Other Matters**

None

**Motion to Adjourn.** Moved by Mr. Hoffman and Seconded by Ms. Crosby and Mr. Butitta.

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)

Monday, April 6, 2020  
5:30 PM

**Present:**

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

**Others Present:**

Steve Chapman, Interim County Administrator  
Dave Kurlinkus, Deputy State's Attorney  
Bill Emmert, Assistant State's Attorney  
Gus Gentner, IT Department  
Shawn Franks, Facilities  
Angie Goral, County Board Member  
Dave Tassoni, County Board Member

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of February 20, 2020 Minutes
- D. Public Comment
- E. Fire Alarm Notification Panel and Device Replacement – Juvenile Detention Center
- F. Resolution to Temporarily Authorize the Outdoor Sale and Delivery of Alcoholic Liquor
- G. Other Matters
- H. Adjournment

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

**Motion to approve the Minutes of February 20, 2020**

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

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.

**Fire Alarm Notification Panel and Device Replacement – Juvenile Detention Center**

- A discussion followed.

Motion passed by unanimous voice vote.

**Resolution to Temporarily Authorize the Outdoor Sale and Delivery of Alcoholic Liquor**

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

- A discussion followed.

Motion passed by unanimous voice vote.

**Other Matters**

- Mr. Butitta asked for an update from Prairie Forge regarding their project with the Public Safety Building.
- Mr. Salgado asked for an update of the sale of delinquent tax with regards to the recent article in the Rockford Register Star.

**Motion to Adjourn.** Moved by Ms. Crosby and Seconded by Mr. Salgado and Mr. Butitta. Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling  
Administrative Assistant