

OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

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

DATE: MONDAY, APRIL 6, 2020
TIME: 5:30 PM
LOCATION: VIRTUAL MEETING – ZOOM
WWW.WINCOIL.US/FEATURED-ITEMS/WATCH-COUNTY-BOARD-MEETINGS-ONLINE
(WINNEBAGO COUNTY YOU TUBE LIVE)

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of February 20, 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. 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

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

Thursday, February 20, 2020
Immediately Following the Combined Meeting of the Finance Committee
and Operations and Administrative Committee

Present:

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

Others Present:

Frank Haney, County Board Chairman
Steve Chapman, Interim County Administrator
Dave Kurlinkus, Deputy State's Attorney
Charlotte LeClercq, Assistant Deputy State's Attorney
Marilyn Hite Ross, State's Attorney
Dr. Sandra Martell, Public Health Administrator
Dave Fiduccia, County Board Member
Burt Gerl, County Board Member
Tim Nabors, County Board Member
Steve Schultz, County Board Member
Angie Goral, County Board Member
Dick Kunnert

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of October 16 and 21, 2019 Minutes
- D. Public Comment
- E. Amendment for the Mental Health Board
- F. Landfill Update
- G. Other Matters
- H. Adjournment

Chairman McDonald called the meeting to order at 5:40 PM.

Motion to approve the Minutes of October 16 and 21, 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.

Amendment for the Mental Health Board

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

- A discussion followed.

Motion passed by unanimous voice vote.

Landfill Update

- A discussion followed.

Other Matters

None

Motion to Adjourn. Moved by Ms. Crosby and Seconded by Mr. Hoffman.
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

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

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2020 CR

FIRE ALARM NOTIFICATION PANEL AND DEVICE REPLACEMENT

WHEREAS, the County of Winnebago maintains a single source for all fire alarm control panels in all buildings except the Juvenile Detention Center and Adult Probation buildings. Notifier fire alarm panels are the single source used in the County; and

WHEREAS, the fire alarm panel and devices in the Juvenile Detention Center are obsolete, no longer serviceable and require immediate replacement, the Facilities Engineer sought proposals and only one vendor offers a replacement system that matches the County's single source need; and

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$25,000 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in (Sole-Source), 2-357(f) or as provided by State statute; and

WHEREAS, local supplier, Pro Com Systems, installs and maintains Notifier fire alarm panel replacement systems; and

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois, has reviewed the proposal, Resolution Exhibit A, received for the aforementioned service and recommends awarding the Contract as follows:

FIRE ALARM NOTIFICATION AND PANEL REPLACEMENT

WHEREAS, the Operations and Administrative Committee has determined that the funding for the aforementioned purchase shall be paid as follows:

43100 - 43710

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the County shall issue a Purchase Order to Pro Com Systems, 3555 Electric Avenue, Rockford, IL 61109, for a total amount of \$48,750.

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 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

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

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 _____ 2020.

ATTESTED BY:

FRANK HANEY
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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

RESOLUTION EXHIBIT A



January 16, 2020

Mr. Dave Neuliep
Winnebago County
404 Elm Street
Rockford, Illinois 61101
Via email dneuliep@wincoil.us

Re: Winnebago County Juvenile Detention Center
Fire Alarm System Replacement
Pro Com Systems Quotation No. TQ011120-3

Dear Mr. Neuliep,

We are pleased to submit the following fire alarm system proposal for your review. Our proposal is based on your request for proposal on January 9, 2020. We are including the following clarification to our proposal for your review.

- Sales taxes are not included in this proposal.
- No addenda are acknowledged with this proposal.
- Cost of permits (if any) are not included in this proposal.
- Quantities of devices included in this proposal are listed below. These quantities were determined from an inspection report prepared by Pro Com Systems dated December 19, 2019. Additional devices not included in this list will require additional pricing.
- Removal of existing devices is included in this proposal.
- Existing wiring and conduit is assumed to be in usable and working condition. This proposal assumes that all existing fire alarm system wiring can be reused. Any additional costs pertaining to replacement or additional wiring are not included in this proposal.

The following devices are included in this proposal:

(1) Fire alarm control panel (Notifier NFS-320) and related batteries, (37) smoke detectors with bases, (21) heat detectors with bases, (22) duct detector assemblies with detector, housing, sampling tubes, control relays and remote test stations as required, (7) manual pull stations, (10) audio/visual devices, (lot) removal of existing devices, (lot) checkout/testing/and programming of system, and (lot) installation labor.



Mr. Dave Neuliep
Winnebago County
January 16, 2020
Page 2

Our base bid for the above referenced project is: **\$48,750.00**

Thank you for the opportunity to submit a proposal on this project. We look forward to working with you. If you have any questions or need further information, please contact this office at your convenience.

Sincerely,
Pro Com Systems

Steve Peppers
Vice President

RESOLUTION

of the

COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

2020 CR

RESOLUTION TO TEMPORARILY AUTHORIZE THE OUTDOOR SALE AND DELIVERY OF ALCOHOLIC LIQUOR

WHEREAS, due to the hardships on liquor license holders as a result of the COVID-19 virus outbreak and in an effort to limit gatherings at a single business location the Illinois Liquor Control Commission has temporarily authorized “to go” sales, curbside deliveries, and home residential deliveries of packaged alcoholic liquor, subject to the approval of local liquor control commissions; and

WHEREAS, the City of Rockford and the City of Loves Park have authorized their liquor license holders to temporarily conduct curbside, “to go”, and home delivery sales of alcoholic liquor; and

WHEREAS, Winnebago County Board Chairman Frank Haney, as the county liquor control commissioner, recommends the County temporarily authorize county liquor licensees to also conduct curbside, “to go”, and home delivery sales of alcoholic liquor; and

WHEREAS, the Operations and Administrative Committee finds it is at this time in the best interests of the citizens of Winnebago County, Illinois for the County to temporarily authorize county liquor licensees to conduct curbside, “to go”, and home delivery sales of alcoholic liquor consistent with the liquor license holders in Rockford and Loves Park.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that, notwithstanding any provision of section 6-6 of the Winnebago County Code of Ordinances to the contrary, county liquor licensees are hereby temporarily permitted to conduct the outdoor sale and delivery of alcoholic liquor in original and unbroken packages as follows:

1. County liquor licensees may sell and deliver alcoholic liquor in the parking lot of the licensee’s licensed premises. This includes, but is not limited to, telephone ordered “to go” sales.

2. County liquor licensees may make, and may use third party delivery services to make, residential home deliveries within Winnebago County of alcoholic liquor sold by the licensee.
3. County liquor licensees must still ensure that no sale or delivery of alcoholic liquor sold by the licensee is made to a person under the age of 21.

With respect to residential home deliveries of alcoholic liquor, the licensee, the licensee's employee, or the third party delivery service person making the delivery must observe the appearance of the delivery recipient at a safe social distance, and if necessary, examine the recipient's identification to ensure the recipient is at least 21 years old. If such observation of the recipient or the recipient's identification cannot be accomplished while respecting safe social distancing, the alcoholic liquor shall be returned to the licensed premises with a full refund given to the buyer. A county liquor licensee utilizing a third party delivery service to make a residential home delivery of alcoholic liquor sold by the licensee is responsible, under the county's liquor code, for the delivery of alcoholic liquor to a minor in the event the third party delivery service delivers the alcoholic liquor to a person under the age of 21.

4. This resolution regarding the temporary outdoor sale and delivery of alcoholic liquor does not authorize county liquor licensees to sell outdoors or deliver pre-mixed cocktails normally intended for on-premises consumption (e.g. pre-mix margaritas, sangrias).
5. County liquor licensees shall not sell or deliver any type of alcohol they are not normally authorized to sell (i.e. class C licensees still may only sell beer and wine).
6. These temporary sales and delivery provisions to not apply to class K licensees.
7. The temporary permissions set forth in this resolution shall automatically terminate 48 hours after the current COVID-19 health emergency has been lifted.
8. All current county liquor licenses are extended to and shall expire on July 31, 2020.
9. All pending county liquor license renewal applications shall be considered and acted upon by the Winnebago County Liquor Commission in July of 2020.

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 a certified copy of this Resolution to Winnebago County Liquor Control Commissioner.

Respectfully submitted,

OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

Keith McDonald, Chairman

Keith McDonald, Chairman

Paul Arena

Paul Arena

John Butitta

John Butitta

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 April, 2020.

Frank Haney, 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

PERSONNEL AND POLICIES AD HOC COMMITTEE AGENDA

Called by: Chairman, Paul Arena
Members: Fred Wescott, Dave
Kelley, John Butitta, Dorothy Redd,
Angie Goral, Joe Hoffman

DATE: TUESDAY, APRIL 7, 2020
TIME: 5:30 PM
LOCATION: VIRTUAL MEETING – ZOOM
WWW.WINCOIL.US/FEATURED-ITEMS/WATCH-COUNTY-BOARD-MEETINGS-ONLINE
(WINNEBAGO COUNTY YOU TUBE LIVE)

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of July 31, August 7, 15, 27, October 1, and November 6, 2019 Minutes
- D. Public Comment – This is the time we invite the public to address the Personnel and Policies Ad Hoc 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. County Administrator Search Update
- F. County Administrator Ordinance Update
- G. Other Matters
- H. Adjournment

**Winnebago County Board
Personnel & Policies Ad Hoc Committee Meeting**
County Administration Building
404 Elm Street, Room 510
Rockford, IL 61101

Wednesday, July 31, 2019
4:00 PM

Present:

Paul Arena, **Chairman**
Dave Kelley
John Butitta
Dorothy Redd
Angie Goral
Joe Hoffman

Others Present:

Carla Paschal, County Administrator
Dave Kurlinkus, Deputy State's Attorney

Absent:

Fred Wescott

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Discussion of Ad Hoc Committee Goals and Methods to Produce Report
- E. Other Matters
- F. Adjournment

Chairman Arena called the meeting to order at 4:02 PM.

Discussion of Ad Hoc Committee Goals and Methods to Produce Report

- Mr. Fiduccia had previously directed the Committee Members to investigate the best practices for the structure of the County Administrator, County Board Chairman, and to report to the Personnel and Policies Committee.
- Mr. Chapman may be a consultant/Interim Administrator for the County. Follow-up should be directed to Mr. Webster.
- The first step is to discuss the structure of the Chairman and Administrator.
- Discussion regarding an executive style form of government, electing an individual from within, and letting voters make the decision.
- The Committee will create a report informing the Board of all of the issues discussed and will take a vote at the end regarding questions to give to the Personnel and Policies Committee including their view of the situation and recommendations.
- Need to debate and decide who the Administrator reports to.
- Ms. Paschal will create a recommended organizational flow chart and will have a draft at the next meeting.

- The task of the Committee Members is to research the best practices for the structure of the position of the Chairman and Administrator. The faster the work gets done the faster the search process can begin.
- Mr. Arena will provide a basic outline of the report. Mr. Butitta will write the executive style form of government. Mr. Kelley will put together bulleted points on the reporting of the Administrator. Once the report is done it will be forwarded to Committee Members.

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

Respectfully submitted,

Amy Ferling
Administrative Assistant

Winnebago County Board
Personnel & Policies Ad Hoc Committee Meeting
County Administration Building
404 Elm Street, Room 510
Rockford, IL 61101

Wednesday, August 7, 2019
5:30 PM

Present:

Paul Arena, Chairman
Dave Kelley
John Butitta
Dorothy Redd
Angie Goral
Joe Hoffman

Others Present:

Carla Paschal, County Administrator
Dave Kurlinkus, Deputy State's Attorney
Dave Fiduccia, County Board Member
Jim Webster, County Board Member

Absent:

Fred Wescott

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Discussion of Ad Hoc Committee Goals and Methods to Produce Report
- E. Other Matters
- F. Adjournment

Chairman Arena called the meeting to order at 5:35 PM.

Discussion of Ad Hoc Committee Goals and Methods to Produce Report

- Mr. Arena prepared and brought a first draft of an outline from the notes he took from the first meeting. It is for conversational purposes. It will become the structure of the report that will be created.
- Mr. Arena spoke about the two sections of law provided in the Committee packet including the Chairman being appointed from within the Board to County-wide.
- As a reference, the packet includes the search for a HR Administrator for Lake County and information on how to go through the selection of a County Administrator. It is for informational purposes.
- Mr. Phillips' recommendation is GovHR because they are local and have a lot of experience. Mr. Phillips will be attending next Thursday's meeting.
- Mr. Webster will write a couple of paragraphs to be included in the report supporting the idea of a part-time position for the Chairman. Ms. Goral will do a write-up supporting the idea of a full-time position for the Chairman.
- Mr. Butitta provided information regarding an executive forum along with a list of duties to be provided later. The Chairman's executive powers were also discussed.
- Organizational structure was discussed.

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

Respectfully submitted,

Amy Ferling
Administrative Assistant

**Winnebago County Board
Personnel & Policies Ad Hoc Committee Meeting**
County Administration Building
404 Elm Street, Room 510
Rockford, IL 61101

Thursday, August 15, 2019
4:00 PM

Present:

Paul Arena, Chairman
Dave Kelley
John Butitta
Angie Goral
Joe Hoffman

Others Present:

Tiana McCall, Chief Strategic Initiatives Officer
Dave Kurlinkus, Deputy State's Attorney
John Phillips, ICMA
Dave Fiduccia, County Board Member
Jim Webster, County Board Member
Dave Boomer, County Board Member

Absent:

Fred Wescott
Dorothy Redd

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Discussion of the Issues with John Phillips of the Illinois City County Management Association
- E. Other Matters
- F. Adjournment

Chairman Arena called the meeting to order at 4:09 PM.

Public Comment

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

Discussion of the Issues with John Phillips of the Illinois City County Management Association

- Mr. Phillips gave a presentation regarding the issues related to the structure of County government. He is available for advice to County and City Administrators and Managers of the State of Illinois. He refers individuals to the correct place if it is a technical issue. He also promotes professional local government.
- Mr. Arena is going to forward the current Ordinance to Mr. Phillips for his review.
- Mr. Arena sent out a couple of emails today including information that Mr. Butitta put together showing the difference between executive form of government from the current structure and Mr. Webster's thoughts on structuring. Ms. Goral distributed information on her thoughts on structuring.
- Mr. Arena spoke with Greg Kuhn from the NIU program. He can speak to the Committee on September 10th. Mr. Arena also reached out to some people in the Chicago area for someone

in the legal community who might talk to the Committee. Ms. Goral suggested Einar Forsman.

- A discussion followed.

Motion to Adjourn. Moved: Mr. Hoffman, Seconded: Ms. Goral.

Motion passed by unanimous voice vote.

Meeting adjourned at 4:57 PM.

Respectfully submitted,

Amy Ferling
Administrative Assistant

Winnebago County Board
Personnel & Policies Ad Hoc Committee Meeting
County Administration Building
404 Elm Street, Room 303
Rockford, IL 61101

Tuesday, August 27, 2019
5:30 PM

Present:

Paul Arena, Chairman
Fred Wescott
Joe Hoffman
Angie Goral
John Butitta

Others Present:

Carla Paschal, County Administrator
Jean Crosby, County Board Member
Einar Forsman, Rockford Chamber of Commerce

Absent:

Dave Kelley
Dorothy Redd

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Einar Forsman, President/CEO of the Rockford Chamber of Commerce will Speak about the Executive Form of County Government
- E. Discussion of John C. Phillips' Report
- F. Other Matters
- G. Adjournment

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

Public Comment

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

Einar Forsman, President/CEO of the Rockford Chamber of Commerce will Speak about the Executive Form of County Government

- Mr. Forsman gave his perspective on the Administrator's position.
- Mr. Arena has individuals from NIU coming in on the 10th to talk to the Committee members. Then the report can be finalized and recommendations can be made.
- A discussion followed.

Discussion of John C. Phillips' Report

- Recommendations need to be made regarding what the Chairman's position and the Administrator's position should look like. That will be the focus of the report.

- The next meeting is September 10th. Thereafter a report will be prepared, there may be one more meeting to wrap things up, and it will be turned over to the Personnel and Policies Committee.
- A discussion followed.

Other Matters

None

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

Respectfully submitted,

Amy Ferling
Administrative Assistant

Winnebago County Board
Personnel & Policies Ad Hoc Committee Meeting
County Administration Building
404 Elm Street, Room 303
Rockford, IL 61101

Tuesday, October 1, 2019
5:30 PM

Present:

Paul Arena, Chairman
Dave Kelley
Dorothy Redd
Angie Goral
Joe Hoffman

Others Present:

Dave Kurlinkus, Deputy State's Attorney
Jim Webster, County Board Member

Absent:

Fred Wescott
John Butitta

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Structure of County Government in Illinois
Speakers: Mr. Kurt Thurmaier, Ph.D., Northern Illinois University
Mr. Greg Kuhn, Ph.D., Northern Illinois University
Mr. Adam Simon, J.D., Partner, Ancel Glink
- E. Other Matters
- F. Adjournment

Chairman Arena called the meeting to order at 5:43 PM.

- The goal of the Committee is to do research on the structure of County government, possible changes to make moving forward, and how the County compares to other Cities.
- Three experts are present to share their point of view and answer questions.

Structure of County Government in Illinois

Speakers: Mr. Kurt Thurmaier, Ph.D., Northern Illinois University
Mr. Greg Kuhn, Ph.D., Northern Illinois University
Mr. Adam Simon, J.D., Partner, Ancel Glink

- Mr. Thurmaier chairs the Department of Public Administration at NIU. Mr. Kuhn is the Assistant Director at the NIU Center for Governmental Studies. Mr. Simon works for Ancel Glink, a local government firm representing local governments in Illinois throughout the State.
- Discussion regarding County Administrator, County Board, County Board Chairman, Executive Committee, and Executive form of government.

- The intent of the Personnel and Policies Ad Hoc Committee is that this would be their final meeting and the members would make recommendations to the Personnel and Policies Committee in order to move forward on the search.
- The speakers want to review the most recent Ordinance and job description of the County Board Chairman.
- A discussion followed.

Other Matters

None

Motion to Adjourn. Moved: Ms. Goral, Seconded: Mr. Hoffman and Ms. Redd.
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

**Winnebago County Board
Personnel & Policies Ad Hoc Committee Meeting**
County Administration Building
404 Elm Street, Room 510
Rockford, IL 61101

Wednesday, November 6, 2019
5:30 PM

Present:

Paul Arena, Chairman
Dave Kelley
John Butitta
Dorothy Redd
Angie Goral
Joe Hoffman

Others Present:

Frank Haney, County Board Chairman
Steve Chapman, Interim County Administrator
Dave Kurlinkus, Deputy State's Attorney
Jim Webster, County Board Member
Isaac Guerrero, RRS

Absent:

Fred Wescott

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. NIU Center for Governmental Studies Proposal: Technical Research, Administrator and Board Chair Duties
- E. Report to Personnel and Policies Committee
- F. Other Matters
- G. Adjournment

Chairman Arena called the meeting to order at 5:36 PM.

Public Comment

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

NIU Center for Governmental Studies Proposal: Technical Research, Administrator and Board Chair Duties

Mr. Arena moved to make a recommendation to the Personnel and Policies Committee to move forward with proposal that has been presented.

Seconded by Ms. Redd and Mr. Hoffman.

- A discussion followed.

Recommendation of the Personnel and Policies Committee to engage the NIU Center for Governmental Studies and to enter into an Agreement based on this proposal, subject to not to exceed the limit of \$4,900 to NIU and a \$3,000 limit to Ancel Glink with documents being reviewed by the State's Attorney's Office.

Motion passed by unanimous voice vote.

Report to Personnel and Policies Committee

Motion by Mr. Butitta to recommend the County Board placing on the ballot the question of an Executive form of government.

Seconded by Mr. Kelley.

- A discussion followed.

Roll call: Mr. Hoffman no, Ms. Goral no, Ms. Redd no, Mr. Butitta yes, Mr. Kelley yes, and Mr. Arena no.

Motion by Mr. Butitta to recommend identifying a search firm to fill the vacancy of a temporary or permanent County Administrator.

Seconded by Mr. Hoffman.

- A discussion followed.

Motion passed by unanimous voice vote.

Motion by Mr. Hoffman that this Ad Hoc Committee recommend to Personnel and Policies that we were advised by the experts we brought in that it would be to the advantage of the County to maintain the current structure of the Administrator being hired or dismissed subject to the Board.

- A discussion followed.

Motion passed by unanimous voice vote.

Other Matters

None

Motion to Adjourn. Moved by Mr. Butitta and then Seconded.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant