

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

Thursday, December 15, 2022
Immediately Following Operations & Administrative Committee Meeting

Present:

John Butitta, **Chairman**
Jaime Salgado
Jean Crosby
Joe Hoffman
Keith McDonald
John Sweeney
Michael Thompson

Others Present:

Patrick Thompson, County Administrator
David Rickert, Chief Financial Officer
Valerie Hanserd, County Board Member
Lafakeria Vaughn, State's Attorney's Office
Ann Johns, Purchasing Director
Brett Frazier, Animal Services

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – August 4 and August 18, 2022, September 1, 2022 Minutes
- D. Public Comment – This is the time we invite the public to address the Finance 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. Selection of Finance Committee Vice Chairman by John Butitta
- F. Discussion Item – Tax Agent Presentation by Region One Planning Council (with Attachments)
- G. Discussion Item – ARPA Phase 4 by David J. Rickert (with Attachments)
- H. Discussion Item – Animal Services Addition Utilizing ARPA Funds by Jeff Duesterbeck of Huffman Facility Development, Inc.
- I. Discussion Item – Capital Improvement Plan 2023 for General Fund and Public Safety Sales Tax by David J. Rickert (with Attachments)
- J. Resolution Authorizing County Contribution for State's Attorneys Appellate Prosecutor's Program
- K. Resolution to Approve Purchase of Vehicle for ESDA Coordinator
- L. Resolution to Fund Water Resources Strategic Plan with ARPA Phase IV Funds
- M. Resolution to Fund Baker Tilly Professional Services for River Bluff Nursing Home
- N. Other Matters
- O. Adjournment

Call To Order

Chairman Butitta called the meeting to order at 5:56 PM.

Roll Call

Chairman Butitta yes, Mr. Salgado yes, Mr. Hoffman yes, Mr. McDonald yes, Mr. Sweeney yes, Mr. Thompson yes. Ms. Crosby arrived at 6:02 pm.

Approval of Minutes

Motion to approve the minutes of August 4 and 18 and September 1, 2022.

Motion: Mr. Hoffman. Second: Mr. Salgado.

Vote: The minutes of August 4 and 18 and September 1, 2022 were unanimously approved.

Public Comment

Chairman Butitta omitted reading the Public Comment Section of the Agenda due to no one present to speak.

Selection of Finance Committee Vice Chairman by Chairman John Butitta

Chairman Butitta reported Mr. Salgado has agreed to serve as Vice Chairman.

Discussion Item – Tax Agent Presentation by Region One Planning Council (with Attachments)

Mr. Dunn, Executive Director of Region One Planning Council directed the committee to the attached report and gave the Tax Agent presentation. Mr. Dunn called for questions. Discussion followed.

Mr. Dunn was asked to present at the County Board meeting on Thursday, December 22, 2022.

Discussion Item – ARPA Phase 4 by David J. Rickert (with Attachments)

Chairman Butitta directed committee members to the ARP Phase 4 handout. Mr. Rickert advised the handout is an overview of the entire ARP package, in 4 Phases. Discussion followed on the 4 Phases. A detailed sheet in the packet handout shows expenditures and requests. Discussion followed on the Phase 4 requests.

Motion: Motion made by Ms. Crosby to change the rating on the Rockford Area Economic Development Council from low to high.

Second: No second.

Vote: Motion failed.

Motion: Motion made by Ms. Crosby that the Rockford Area Arts Council support request rating be moved from low to high when funding becomes available.

Second: Mr. Sweeney.

Discussion: Chairman Butitta called for discussion on moving the rating to high for the Rockford Area Arts Council. Committee members shared their thoughts on funding.

Amended Motion: Ms. Crosby made the motion to amend the original motion to change the rating from low to medium for the Rockford Area Arts Council when funding becomes available.

Second: Chairman Butitta.

Discussion: Discussion followed.

Vote: The amended motion carried with a majority vote.

Discussion Item – Animal Services Addition Utilizing ARPA Funds by Jeff Duesterbeck of Huffman Facility Development, Inc.

Ms. Johns stated the original project was to be brought forward as a resolution, the committee decided to approve hiring an architect to design the project and then bid the project. Scandrolis was the low bidder for the project. Mr. Duesterbeck, from Huffman Facility Development, Inc., discussed the background for the project and budget with the committee. Huffman Facility Development, Inc. was asked to return to committee with an update at the next meeting to act upon.

Discussion Item – Capital Improvement Plan 2023 for General Fund and Public Safety Sales Tax by David J. Rickert (with Attachments)

Mr. Rickert discussed the capital improvements for county projects for 2023 and discussion followed on the capital improvement plans that should move forward and departments will rate by priority. For the record, Mr. Sweeney shared that he talked with Sheriff deputies about the need to fund the new/used bomb vehicle through the Public Safety Sales Tax Capital budget request.

Resolution Authorizing County Contribution for State’s Attorneys Appellate Prosecutor’s Program

Motion: Chairman Butitta. Second: Mr. Sweeney.

Discussion: Ms. Vaughn discussed the Resolution authorizing County Contribution for State’s Attorneys Appellate Prosecutor’s Program. This is an annual contribution in the budget with no changes this year.

Vote: Motion passed with a unanimous voice vote.

Resolution to Approve Purchase of Vehicle for ESDA Coordinator

Motion: Chairman Butitta. Second: Mr. Sweeney.

Discussion: Mr. Thompson reported this item was funded through ARP. Based on policy and practice, once there is a firm estimate it is brought back to committee for approval. Chairman Butitta called for any discussion.

Vote: Motion passed with a unanimous voice vote.

Resolution to Fund Water Resources Strategic Plan with ARPA Phase IV Funds

Motion: Chairman Butitta. Second: Ms. Crosby.

Discussion: Mr. Rickert gave an explanation to the committee on funding the Water Resources Strategic Plan with ARPA Phase IV funds.

Vote: Motion passed with a unanimous voice vote.

Resolution to Fund Baker Tilly Professional Services for River Bluff Nursing Home

Mr. Rickert discussed the Resolution to fund Baker Tilly professional services for River Bluff Nursing Home. The recommendation to the committee is to approve Baker Tilly for their study and recommendations. Chairman Butitta called for questions. Discussion followed.

Motion: Ms. Crosby. Second: Mr. Sweeney.

Vote: Motion passed with a majority voice vote.

Other Matters

Chairman Butitta advised two items are laid over for the next Finance committee meeting.

1. Financial Dashboards to be implemented and added to the website.
2. Broadcasting of the Finance committee meeting.

Adjournment

Motion: Motion made by Chairman Butitta to adjourn. Second: Committee seconded.

Vote: Motion to adjourn passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Administrative Assistant