

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

Thursday, November 6, 2025
5:30 PM

Present:

Paul Arena, **Chairperson**
Valerie Hanserd, **Vice Chairperson** (via Zoom)
Michael Thompson
Ray Thompson (Sub for John Butitta)
Christina Valdez

Absent:

John Butitta
Joe Hoffman
Keith McDonald

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Lafakeria Reuter, State's Attorney's Office
Chris Dornbush, Chief Operations Officer
Dan Magers, Chief Information Officer
Tom Lawson, Chief Deputy Circuit Clerk
Gus Gentner, August Consulting Company
John Giliberti, State's Attorney's Office
Chris Petrus, PC/Server Specialist, IT Dept.
Slade Berry, ESDA Coordinator, (arrived at 5:50 pm)
Steven McMaster, Resident of Winnebago County

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –October 23, 2025
- 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 acknowledgment by the chair, please stand and state your name. Thank you.
- E. Resolution Awarding Bids for Paper Goods, Liners & Chemical Products Countywide
- F. Resolution Awarding Purchase of Two Replacement Vehicles for the Winnebago County Sheriff's Department using CIP 2026 Funds
Cost: \$101,903
- G. Resolution Awarding Replacement of Current E-Citation Software
- H. Resolution Authorizing the Winnebago County Board Chairman to Execute An Intergovernmental Agreement For A Communication Tower By and Between The County Of Winnebago And The City of Rockford
- I. Resolution Authorizing a Space Needs Analysis for Winnebago County Governmental Operations
- J. Resolution Authorizing the County Board Chairman to Execute a Release of Lien for the Property Located at 5343 Cunningham Rd., Rockford, IL
- K. Discussion Item: Countywide Siren Program
- L. Other Matters
- M. Future Agenda Items

N. Adjournment

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

Roll Call

Chairperson Arena, yes; Dr. Thompson, yes; Ms. Valdez, yes; Mr. Thompson, yes. (Sub for Mr. Butitta)

Chairperson Arena called for a motion to include board member Ms. Hanserd in the meeting via Zoom.

Motion: Ms. Valdez. Second: Dr. Thompson.

Chairperson Arena called for a vote to include Ms. Hanserd in the meeting.

The motion was passed by a unanimous voice vote.

Ms. Hanserd was welcomed to the meeting.

A quorum is present.

Approval of Minutes – October 23, 2025

Chairperson Arena called for a motion to approve the minutes of October 23, 2025.

Motion: Ms. Valdez. Second: Dr. Thompson.

Chairperson Arena called for a vote to approve the minutes.

The motion was passed by a unanimous voice vote.

Public Comment

Chairperson Arena read the Public Comment Section of the Agenda. Mr. McMaster, a resident of Winnebago County, was present and introduced himself to address the committee on the importance of the First Amendment.

Resolution Awarding Bids for Paper Goods, Liners & Chemical Products Countywide

Motion: Chairperson Arena. Second: Ms. Valdez.

Mr. Patrick Thompson reviewed the details of the resolution.

Chairperson Arena called for any questions or concerns.

- A discussion followed.

Chairperson Arena called for any other questions.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Awarding Purchase of Two Replacement Vehicles for the Winnebago County Sheriff's Department using CIP 2026 Funds

Cost: \$101,903

Motion: Chairperson Arena. Second: Dr. Thompson.

Mr. Patrick Thompson reviewed the resolution and called for any questions.

- A discussion followed.

Chairperson Arena called for any further discussion.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Awarding Replacement of Current E-Citation Software

Motion: Chairperson Arena. Second: Ms. Valdez.

Mr. Patrick Thompson reviewed the resolution. Mr. Lawson provided an overview of the E-Citation software.

Chairperson Arena called for any questions or concerns.

- A discussion followed.

Chairperson Arena called for any other questions.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Authorizing the Winnebago County Board Chairman to Execute An Intergovernmental Agreement For A Communication Tower By and Between The County Of Winnebago And The City of Rockford

Motion: Chairperson Arena. Second: Ms. Valdez.

Mr. Patrick Thompson provided details about the resolution.

Chairperson Arena called for any questions or concerns.

- A discussion followed.

Chairperson Arena called for any other questions.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Authorizing a Space Needs Analysis for Winnebago County Governmental Operations

Motion: Chairperson Arena. Second: Ms. Valdez.

Mr. Patrick Thompson provided details about the resolution. Chairperson Arena shared additional information.

Chairperson Arena called for any questions or concerns.

- A discussion followed.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Authorizing the County Board Chairman to Execute a Release of Lien for the Property Located at 5343 Cunningham Rd., Rockford, IL

Motion: Chairperson Arena. Second: Ms. Valdez.

Mr. Patrick Thompson provided details about the resolution. Mr. Giliberti shared additional information.

Chairperson Arena called for any questions or concerns.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Discussion Item: Countywide Siren Program

Mr. Thompson directed committee members to the summary of siren locations. Additional documentation was provided to the committee. Mr. Berry and Mr. Dornbush reviewed the documentation of the siren program.

- A discussion followed.

Mr. Patrick Thompson will follow up with Chairman Chiarelli about cost-sharing with municipal partners.

Chairperson Arena called for any other discussion.

Other Matters

- Capital Projects

Future Agenda Items

None reported.

Motion to Adjourn

Chairperson Arena called for a motion to adjourn the meeting.

Motion: Ms. Valdez. Second: Dr. Thompson.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned at 6:28 PM.

Respectfully submitted,

Nancy Bleile
Executive Assistant