

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

Thursday, July 17, 2025
5:30 PM

Present:

Valerie Hanserd, Vice Chairperson
Paul Arena
John Butitta
Michael Thompson

Absent:

Joe Hoffman
Keith McDonald, Chairperson

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Hope Edwards, Director, Purchasing (Staff Liaison)
Lafakeria Reuter, State's Attorney's Office
Chris Dornbush, Chief Operations Officer
Shawn Franks, Facilities Director
Dan Magers, Chief Information Officer
Julie McCray-Grotto, Juvenile Detention
Patrick Hastings, WCSO
Josh Gesner, WCSO
Rick Ciganek, WCSO
Tom Jakeway, Court Admin
Nicole Ticknor, Court Admin
John Sweeney, County Board Member
Christina Valdez, County Board Member
Jeff Duesterbeck, Huffman Keel Partners Inc.
Clayton Nelson, Huffman Keel Partners Inc.

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – June 5, 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. Discussion – Public Safety Building Design-Build Project Update
- F. Resolution Awarding Purchase of Replacement Jail Transport Vehicle for Winnebago County Sheriff's Office Using CIP PSST 2025 Funds
Cost: \$67,156
- G. Resolution Awarding Purchase of a Boat Replacement for Sheriff's Office Using CIP 2025 Funds
Cost: \$88,543

- H. Resolution Awarding Architecture and Engineering Contract for Juvenile Detention Center Expansion Project
Cost: \$135,000
- I. Resolution Awarding Purchase of Email Archiving Software Using CIP 2025 Funds
Cost: \$49,521
- J. Resolution Awarding Purchase of Law Library Furniture Upgrades
Cost: \$132,408
- K. Future Agenda Items
- L. Adjournment

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

Roll Call

Vice Chairperson Hanserd yes, Mr. Arena yes, Mr. Butitta yes, Mr. Thompson yes.

A quorum is present.

Approval of Minutes – June 5, 2025

Vice Chairperson Hanserd called for a motion to approve the minutes of June 5, 2025.

Motion: Mr. Butitta. Second: Mr. Thompson.

The motion was passed by a unanimous voice vote.

Public Comment

Vice Chairperson Hanserd omitted reading the Public Comment Section of the Agenda because no one was present to speak.

Discussion – Public Safety Building Design-Build Project Update

Mr. Patrick Thompson provided an update on the construction of the Public Safety Building. Mr. Duesterbeck and Mr. Nelson, Project Consultants at Huffman Keel, summarized the project's progress and timeline, sharing their insights. The committee members received a handout for the project.

Resolution Awarding Purchase of Replacement Jail Transport Vehicle for Winnebago County Sheriff's Office Using CIP PSST 2025 Funds

Cost: \$67,156

Motion: Mr. Butitta. Second: Mr. Thompson.

Vice Chairperson Hanserd called for any discussion.

- Discussion followed.

Vice Chairperson Hanserd called for any further discussion.

- Discussion followed.

Vice Chairperson Hanserd 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 a Boat Replacement for Sheriff's Office Using CIP 2025 Funds

Cost: \$88,543

Motion: Vice Chairperson Hanserd. Second: Mr. Thompson.

Vice Chairperson Hanserd called for any discussion.

- Discussion followed.

Vice Chairperson Hanserd called for any further discussion.

Vice Chairperson Hanserd called for a vote to approve the resolution.

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

Resolution Awarding Architecture and Engineering Contract for Juvenile Detention Center Expansion Project

Cost: \$135,000

Motion: Vice Chairperson Hanserd. Second: Mr. Arena.

Vice Chairperson Hanserd called for any discussion.

- Discussion followed.

Vice Chairperson Hanserd called for any further discussion.

Vice Chairperson Hanserd 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 Email Archiving Software Using CIP 2025 Funds

Cost: \$49,521

Motion: Vice Chairperson Hanserd. Second: Mr. Arena.

Vice Chairperson Hanserd called for any discussion.

- Discussion followed.

Vice Chairperson Hanserd called for any further discussion.

Vice Chairperson Hanserd 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 Law Library Furniture Upgrades

Cost: \$132,408

Motion: Vice Chairperson Hanserd. Second: Mr. Arena.

Vice Chairperson Hanserd called for any discussion.

- Discussion followed.

Vice Chairperson Hanserd called for any further discussion.

Vice Chairperson Hanserd called for a vote to approve the resolution.

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

Future Agenda Items

- None reported.

Motion to Adjourn

Vice Chairperson Hanserd called for a motion to adjourn.

Motion: Mr. Thompson. Second: Mr. Butitta.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned at 6:21 p.m.

Respectfully submitted,

Nancy Bleile
Executive Assistant