

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

Thursday, October 5, 2023  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
John Butitta  
Joe Hoffman  
Jaime Salgado  
Michael Thompson

**Others Present:**

Patrick Thompson, County Administrator  
Lafakeria Vaughn, Civil Bureau Chief, State's Attorney's Office  
Shawn Franks, Director, Facilities  
Melinda Macias, Purchasing Specialist  
Chris Petrus, IT Department

**Absent:**

Paul Arena  
Valerie Hanserd, **Vice Chairperson**

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – August 17 and August 31, 2023
- 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 Approve Boiler Replacements for JDC Using CIP PSST 2023 Funds  
Total Cost: \$88,900
- F. Resolution Awarding Cooling Tower Replacement for Juvenile Justice Center Using CIP 2021 Funds  
Total Cost: \$267,140
- G. Resolution Awarding Snow Plowing Services
- H. Future Agenda Items
- I. Adjournment

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

**Roll Call**

Chairperson Keith McDonald yes, John Butitta yes, Joe Hoffman yes, Jaime Salgado yes, Michael Thompson yes.

**Approval of Minutes – August 17 and August 31, 2023**

Motion: Chairperson McDonald. Second: Mr. Thompson.

Chairperson McDonald called for any discussion.

Motion passed by unanimous voice vote.

**Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda due to no one present to speak.

**Resolution to Approve Boiler Replacements for JDC Using CIP PSST 2023 Funds**

**Total Cost: \$88,900**

Motion: Chairperson McDonald. Second: Mr. Hoffman.

Chairperson McDonald called for any discussion on the resolution.

- Discussion followed.

Motion passed by unanimous voice vote.

**Resolution Awarding Cooling Tower Replacement for Juvenile Justice Center Using CIP 2021 Funds**

**Total Cost: \$267,140**

Motion: Chairperson McDonald. Second: Mr. Thompson.

Chairperson McDonald called for any discussion on the resolution.

- Discussion followed.

Motion passed by unanimous voice vote.

**Resolution Awarding Snow Plowing Services**

Motion: Chairperson McDonald. Second: Mr. Thompson.

Chairperson McDonald called for any discussion on the resolution.

- Discussion followed.

Motion passed by unanimous voice vote.

**Future Agenda Items**

- Purchasing Ordinance.
- Public Safety Building Design Proposal for HVAC Replacement.
- Family Court Center Design Proposal.
- RFP for ARP Phase 3 Campus Wide Camera Project.

**Motion to Adjourn**

Chairperson McDonald called for a motion to adjourn the meeting.

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

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile

Administrative Assistant