

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

Thursday, December 7, 2023  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
Valerie Hanserd, **Vice Chairperson**  
Paul Arena  
John Butitta  
Joe Hoffman  
Jaime Salgado  
Michael Thompson

**Others Present:**

Patrick Thompson, County Administrator  
Steve Schultz, Chief Financial Officer  
Hope Edwards, Director, Purchasing  
Lafakeria Vaughn, Civil Bureau Chief, State's Attorney's Office  
Debbie Crozier, Director, Human Resources  
Marlana Dokken, Director, Chairman's Office of  
Criminal Justice Initiatives  
Chris Dornbush, Director of Development Services  
Michael Iasparro, Attorney, Hinshaw & Culbertson  
Jess Liptzin, WTVO Eyewitness News  
Debbie Jarvis, Director of Court Services, 17<sup>th</sup> Judicial Circuit  
Julie McCray-Grotto, Superintendent, Juvenile Detention  
Taryn Marko, Deputy Director, Juvenile Division  
Carlos Molina, County Engineer, Highway Dept.  
John Saquisili, IT Specialist, IT Dept.  
Deanna Severson, Purchasing Specialist, Purchasing  
John Sweeney, County Board Member (Arrived 5:45 pm)

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – October 19, November 9 and 16, 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 Awarding Contract for Bulk Natural Gas Supply
- F. Ordinance Amending Chapter 62, Article IX (Regular Part-Time Employees) of the Winnebago County Code of Ordinances
- G. Resolution Authorizing the Operation of Non-Highway Vehicles on Cunningham Road (Ch 49) and Winnebago Road (Ch 16) within the Village of Winnebago
- H. Future Agenda Items
- I. Adjournment

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

### **Roll Call**

Chairperson Keith McDonald yes, Paul Arena yes, John Butitta yes, Joe Hoffman yes, Jaime Salgado yes, Michael Thompson yes, Vice Chairperson Valerie Hanserd yes.

### **Approval of Minutes – October 19, November 9 and 16, 2023**

Motion: Mr. Thompson. Second: Mr. Salgado.

Chairperson McDonald called for any changes.

- Discussion followed.

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.

Patrick Thompson, County Administrator introduced Hope Edwards, Purchasing Director. Ms. Edwards shared her excitement in joining the Winnebago County Administrative team.

### **Resolution Awarding Contract for Bulk Natural Gas Supply**

Motion: Chairperson McDonald. Second: Mr. Thompson.

- Discussion followed.

Motion passed by unanimous voice vote.

### **Ordinance Amending Chapter 62, Article IX (Regular Part-Time Employees) of the Winnebago County Code of Ordinances**

Motion: Chairperson McDonald. Second: Mr. Thompson.

- Discussion followed.

Motion passed by unanimous voice vote.

### **Resolution Authorizing the Operation of Non-Highway Vehicles on Cunningham Road (Ch 49) and Winnebago Road (Ch 16) within the Village of Winnebago**

Motion: Chairperson McDonald. Second: Mr. Thompson.

- Discussion followed.

Motion passed by unanimous voice vote.

### **Future Agenda Items**

- Dumpster Blight Review

### **Motion to Adjourn**

Chairperson McDonald called for a motion to adjourn the meeting.

Motion: Mr. Thompson. Second: Mr. Salgado.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile  
Administrative Assistant