

# **Approval of Minutes**

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

Thursday, June 16, 2022  
5:30 PM

**Present:**

Keith McDonald, **Chairman**  
Jean Crosby  
Paul Arena  
Dorothy Redd  
Jaime Salgado

**Others Present:**

Pat Thompson, County Administrator  
Dave Rickert, Chief Financial Officer  
Lafakeria Vaughn, State's Attorney's Office  
Ann Johns, Purchasing Director  
Dan Magers, IT Department  
Tami Goral, Sheriff's Office  
Lori Gummow, County Clerk & Recorder  
Shawn Franks, Facilities

**Absent:**

John Butitta  
Joe Hoffman

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – None
- 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. Public Hearing for Authorizing Acceptance of Credit Cards by the Winnebago County Clerk and Recorder of Deeds Offices
- F. Resolution Authorizing Acceptance of Credit Cards by the Winnebago County Clerk and Recorder of Deeds Offices
- G. Future Agenda Items
- H. Adjournment

Chairman McDonald called the meeting to order at 5:31 PM.

**Public Comment**

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

**Public Hearing for Authorizing Acceptance of Credit Cards by the Winnebago County Clerk and Recorder of Deeds Offices**

- A public hearing is being held tonight pursuant to 50 ILCS 345/20 regarding authorizing acceptance of credit cards by the Winnebago County Clerk and Recorder of Deeds offices. Notice of this hearing was published in the Rock River Times informing the public of this hearing to be held on Thursday, June 16, 2022 at 5:30 pm.
- The hearing is now closed as there are no further comments.

**Resolution Authorizing Acceptance of Credit Cards by the Winnebago County Clerk and Recorder of Deeds Offices**

Motion by Mr. McDonald and Seconded by Mr. Arena.

- A discussion followed.

Motion passed by unanimous voice vote.

**Future Agenda Items**

None

**Motion to Adjourn.** Moved: Mr. Arena, Seconded: Ms. Crosby.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling  
Administrative Assistant



# Resolution Executive Summary

**Prepared By:** Purchasing Department  
**Committee:** Operations and Administrative Committee  
**Committee Date:** September 1, 2022  
**Resolution Title:** Resolution Establishing the Date, Time and Location of Each Meeting of the Winnebago County Board  
**Board Meeting Date:** September 8, 2022

## Budget Information:

<b>Was item budgeted?</b>	N/A	<b>Appropriation Amount:</b>	N/A
<b>If not, explain funding source:</b>			
<b>ORG/OBJ/Project Code:</b>	<b>Budget Impact:</b> No		

## Background Information:

The County of Winnebago has always given the public notice of the date, time, and location of its regularly scheduled County Board meetings.

## Recommendation:

The Operations and Administrative Committee, chaired by Keith McDonald, has reviewed the Resolution, and recommends its approval.

## Legal Review:

Not necessary

## Follow-Up:

Not necessary

**RESOLUTION**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Keith McDonald, Chairman  
Submitted by: Operations & Administrative Committee

**2022 CR**

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**RESOLUTION ESTABLISHING THE DATE, TIME AND LOCATION OF EACH MEETING OF  
THE WINNEBAGO COUNTY BOARD**

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**WHEREAS**, under provisions of 5ILCS 120/2.02, the County Board of the County of Winnebago, Illinois is required to provide public notice of the date, time, and location of its regularly scheduled meetings; and,

**WHEREAS**, the County Board of the County of Winnebago is required to hold regular meetings during the months of June and September and may hold additional regular meetings at such times as may be determined.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the Board shall conduct its regular meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of each month of Fiscal Year 2023 at 6:00 pm., except as indicated hereunder (\*):

**October 13, 2022**  
**October 27, 2022**

**April 13, 2023**  
**April 27, 2023**

**November 10, 2022**  
**November 22, 2022 (4<sup>th</sup> Tues.)\***

**May 11, 2023**  
**May 25, 2023**

**December 8, 2022**  
**December 22, 2022**

**June 8, 2023**  
**June 22, 2023**

**January 12, 2023**  
**January 26, 2023**

**July 13, 2023**  
**July 27, 2023**

**February 9, 2023**  
**February 23, 2023**

**August 10, 2023**  
**August 24, 2023**

**March 9, 2023**  
**March 23, 2023**

**September 7, 2023 (1<sup>st</sup> Thursday)\***  
**September 28, 2023**

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
KEITH MCDONALD, CHAIRMAN

\_\_\_\_\_  
KEITH MCDONALD, CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA, VICE CHAIRMAN

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JOHN BUTITTA, VICE CHAIRMAN

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
DOROTHY REDD

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DOROTHY REDD

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JAIME SALGADO

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JAIME SALGADO

\_\_\_\_\_  
PAUL ARENA

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PAUL ARENA

\_\_\_\_\_  
JEAN CROSBY

\_\_\_\_\_  
JEAN CROSBY

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2022.

ATTESTED BY:

\_\_\_\_\_  
**JOSEPH CHIARELLI**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



# Resolution Executive Summary

**Prepared By:** Purchasing Department  
**Committee:** Operations and Administrative Committee  
**Committee Date:** September 1, 2022  
**Resolution Title:** Resolution Awarding Electricity Services  
**Board Meeting Date:** September 8, 2022

## Budget Information:

<b>Was item budgeted?</b> YES	<b>Appropriation Amount:</b> various by actual usage per building
<b>If not, explain funding source:</b>	
<b>ORG/OBJ/Project Code:</b> Various by building	<b>Budget Impact:</b>

## Background Information:

Rock River Energy Services is the energy broker currently engaged by the County. They work with over 120 municipalities including Boone, Ogle, Lee and Carroll counties plus Rockford, Loves Park and DeKalb. Their fee is .0005 per kWh and is paid by the supplier, not the County.

The broker has been working with the Purchasing Department to ensure all possible ComEd accounts are included. There are 20 separate electricity accounts countywide.

On the morning of the Committee meeting, Rock River Energy Services will receive a number of quotes. Those quotes will be presented to the Committee as a handout.

NOTE: Utility agreements **must** be executed and returned the same day as the quote, otherwise the quoted rate is not valid.

## Recommendation:

Recommendations will be based on the final quotes obtained the morning of September 8. It will be a one, two or three-year agreement for the countywide accounts.

## Staff Follow-Up:

Purchasing will work with the Broker to obtain new quotes for the morning of the County Board meeting September 8. Staff will obtain the Chairman's signature on the approved vendor's agreements immediately after the Board meeting and scan them to the vendor.

**RESOLUTION**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Keith McDonald, Chairman  
Submitted by: Operations & Administrative Committee

**2022 CR**

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**RESOLUTION AWARDING ELECTRICITY SERVICES**

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**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides that all procurements whose value equals or exceeds the competitive bidding threshold of \$25,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided or as provided by state statute and,

**WHEREAS**, quotes were received from Rock River Energy Services Company, the County's energy broker, for all County locations, except the Highway Department, for the following:

**ELECTRICITY SERVICES**

**WHEREAS**, the Operations & Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the quotes received for the aforementioned service and recommends awarding a contract to the lowest responsible bidder:

**(SEE BID TAB- COUNTYWIDE)**

**WHEREAS**, the Operations & Administrative Committee has determined that the funding for the aforementioned contract shall be as follows:

**VARIOUS ACCOUNTS**

**NOW, THEREFORE, BE IT RESOLVED**, the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute an agreement with the lowest responsible bidder for countywide electricity accounts.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Facilities Engineer, Director of Purchasing, Board Office, Finance Director and County Auditor.



Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
KEITH MCDONALD, CHAIRMAN

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KEITH MCDONALD, CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA, VICE CHAIRMAN

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**JOSEPH CHIARELLI**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS