

OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

Called by: Keith McDonald, Chairman
Members: Paul Arena, John Butitta,
Valerie Hanserd, Joe Hoffman,
Jaime Salgado, Michael Thompson

DATE: THURSDAY, APRIL 4, 2024
TIME: 5:30 PM

LOCATION: ROOM 303
COUNTY ADMINISTRATION BLDG
404 ELM STREET
ROCKFORD, IL 61101

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – March 21, 2024
- 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. Discussion - Public Safety Building Remodel - RFP Draft and Schedule Review
- F. Discussion - Replace Domestic Hot Water Source at Juvenile Detention Center
- G. Future Agenda Items
- H. Adjournment

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

Thursday, March 21, 2024
5:30 PM

Present:

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

Others Present:

Joseph Chiarelli, County Board Chairman
Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Hope Edwards, Director, Purchasing (Staff Liaison)
Lafakeria Vaughn, State's Attorney's Office
Chris Dornbush, COO/Director of Development Services
Karen Elyea, Sr. Executive Assistant, County Board Admin.
Shawn Franks, Facilities
Aaron Booker, County Board Member
John Giliberti, SAO
Angie Goral, County Board Member
Carol Hartline, Attorney, Williams McCarthy
Matt Lane, Chief Deputy Coroner
Jennifer Muraski, Coroner
John Sweeney, County Board Member
Mike Weber, Lieutenant, WCSO
Jim Webster, County Board Member
Mary Lou Castro, LULAC of Rockford
Kate Schnell, Citizen, Public Speaker
David Villa, LULAC of Rockford

Absent:

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – March 7, 2024
- 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 Purchase of X-Ray Equipment for Bomb Squad Using CIP 2024 Funds
Cost: \$59,975
- F. Resolution Awarding Purchase of Vehicles for Coroner's Office Using CIP 2024 Funds
Cost: \$128,721

- G. Resolution Awarding Replacement of 2nd Floor Air Handlers at Adult Probation Center Using CIP 2024 Funds
Cost: \$81,340
- H. Resolution Awarding Replacement of Energy Recovery Ventilation Unit at Adult Probation Center Using CIP 2023 PSST Funds
Cost: \$54,530
- I. Resolution Regarding the Emergency Response to the Abandonment of Asylum Seekers in Winnebago County
- J. Future Agenda Items
- K. Adjournment

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

Roll Call

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

Approval of Minutes – March 7, 2024

Motion: Mr. Thompson. Second: Ms. Hanserd.

Chairperson McDonald called for any discussion.

Motion passed by unanimous voice vote.

Public Comment

Chairperson McDonald read the Public Comment Section of the Agenda.

Ms. Kate Schnell asked that the County contact the cities of Elgin and Aurora about their immigration and asylum seekers programs and resources.

Resolution Awarding Purchase of X-Ray Equipment for Bomb Squad Using CIP 2024 Funds

Cost: \$59,975

Motion: Chairperson McDonald. Second: Mr. Hoffman.

- Discussion followed.

Motion passed by unanimous voice vote.

Resolution Awarding Purchase of Vehicles for Coroner's Office Using CIP 2024 Funds

Cost: \$128,721

Motion: Chairperson McDonald. Second: Mr. Thompson.

- Discussion followed.

Motion passed by unanimous voice vote.

Resolution Awarding Replacement of 2nd Floor Air Handlers at Adult Probation Center Using CIP 2024 Funds

Cost: \$81,340

Motion: Chairperson McDonald. Second: Mr. Arena.

- Discussion followed.

Motion passed by unanimous voice vote.

Resolution Awarding Replacement of Energy Recovery Ventilation Unit at Adult Probation Center Using CIP 2023 PSST Funds

Cost: \$54,530

Motion: Chairperson McDonald. Second: Ms. Hanserd.

- Discussion followed.

Motion passed by unanimous voice vote.

Resolution Regarding the Emergency Response to the Abandonment of Asylum Seekers in Winnebago County

Motion: Chairperson McDonald. Second: Mr. Arena.

- Discussion followed.

Motion passed by a majority voice vote.

Paul Arena yes, John Butitta yes, Valerie Hanserd no, Joe Hoffman no, Jaime Salgado no, Michael Thompson yes, Chairperson McDonald yes.

Future Agenda Items

- Draft RFP for Public Safety Building Family Courts Center for committee review at the next Operations & Administrative Committee meeting.

Motion to Adjourn

Chairperson McDonald called for a motion to adjourn the meeting.

Motion: Ms. Hanserd. Second: Mr. Thompson.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Administrative Assistant

**Discussion - Public
Safety Building
Remodel - RFP
Draft and
Schedule Review**

**Discussion - Replace
Domestic Hot Water
Source at Juvenile
Detention Center**