

Winnebago County Board  
Regular Adjourned Meeting  
Thursday, June 28, 2018

**A M E N D E D   A G E N D A**

Call to Order -----CHAIRMAN FRANK HANEY

Agenda Changes-----CHAIRMAN FRANK HANEY

**Under Public Participation**

Please Add:

Rachael Sills – Winnebago Courts and Illinois Supreme Court Language  
Access Policy - PRO

Roll Call-----COUNTY CLERK, TIANA J. McCALL

Invocation -----F. Wescott

**Awards, Presentations and/or Proclamations and Public  
Participation**

**Awards** - None

**Presentations** - None

**Proclamations** - None

**Public Participation** - Rachael Sills – Winnebago Court and Illinois  
Supreme Courts Language Access Policy - PRO

## **Minutes**

**“May I Please Have a Motion to Approve the Minutes from May 24, 2018 Meeting and to Layover the Minutes from the June 14, 2018 Meeting.**

## **Announcements & Communications-----TIANA J. McCALL**

**“The Items Listed Below Were Received as Correspondence”  
Chairman Haney To Be “PLACED ON FILE”.**

- 1. County Clerk McCall received from the United States Nuclear Regulatory Commission the following:**
  - a. Email Response Regarding a Potential Typo Under RAI 6.e.**
  - b. Federal Register / Vol. 83, No. 118 / Tuesday, June 19, 2018 / Notices**
  - c. Braidwood Station, Units 1 and 2; Byron Station, Unit NOS. 1 and 2; Clinton Power Station, Unit No. 1; Dresden Nuclear Power Station, Units 1, 2, and 3; LaSalle County Station, Units 1 and 2; and Quad Cities Nuclear Power Station, Units 1 and 2 – Environmental Assessment and Finding of No Significant Impact Regarding License Amendment Request to Change Emergency Plan Staffing (EPID L-2018-LLA-0045)**
  - d. Byron Station, Unit 1 – Notification of NRC Inspection and Request for Information**
- 2. County Clerk McCall received from Charter Communications Spectrum Television Channel Line-up – Channel Changes for the following:**
  - a. Village of Roscoe**
  - b. Township of Roscoe**
  - c. Township of Harlem**
  - d. Township of Rockton**
- 3. County Clerk McCall received from Illinois Environmental Protection Agency a notice of intent to approve a Resource Conservation and Recovery Act (RCRA) post-closure permit for the BFI-Davis Junction Phase I Landfill.**
- 4. County Clerk McCall received from Comcast a letter regarding Changes to the Comcast Channel Line-Up in our Community.**
- 5. County Clerk McCall received from the Winnebago County Treasurer, Sue Goral the Treasurer Bank Balances Report for May, 2018.**

**GO TO REGULAR AGENDA**

**REVISED**  
**WINNEBAGO COUNTY BOARD**  
**AGENDA**



Winnebago County Courthouse  
400 West State Street ~ Rockford, IL 61101  
County Board Room ~ 8<sup>th</sup> Floor

**Thursday, June 28, 2018**  
**6:00 p.m.**

**Awards, Proclamations, Presentations, Public Hearings, and Public Participation**

- Awards – None
- Presentations – None
- Proclamations – None

**Board Member Correspondence**

**Chairman's Report**

**County Administrator's Report**

**Consent Agenda**

- Raffle Report
- Bills

**Standing Committee Reports**

**1. Finance Committee – Ted Biondo, Committee Chairman**

- A. Committee Report
- B. Resolution Authorizing Settlement of a Claim Against the County of Winnebago Entitled David Jacobson Versus Winnebago County
- C. Resolution Authorizing IMRF Form 6.33 – Out-of-State Credit Authorization (Troy E. Zellman)
- D. Resolution Authorizing IMRF Form 6.33 – Out-of-State Credit Authorization (Sarah E. McWhirter)

**2. Zoning Committee – Jim Webster, Committee Chairman**

- A. Planning and/or Zoning Requests:
  - 1. Z-06-18 A map amendment to rezone +/- 21.84 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for property that is located on the west side of Tate Road, +/- 1800 feet north of Latham Road in Owen Township, District 1 to be Laid Over

2. Z-05-18 A map amendment to rezone +/- 15.09 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for property that is commonly known as 8236 Trask Bridge Road, Rockford, IL 61101 in Burritt Township, District 1 to be Laid Over
3. Z-07-18 A map amendment to rezone +/- 29.75 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for property that is located on the west side of N. Hoisington Road, +/- 1,656 feet south of Berglund Road in Pecatonica Township, District 1 to be Laid Over
4. Z-08-18 A map amendment to rezone +/- 3.19 acres from the AG, Agricultural Priority District to the RA, Rural Agricultural Residential District for property that is located on the west side of Will Road, approximately ¼ of a mile north of Yale Bridge Road in Shirland Township, District 2 to be Laid Over
5. Z-09-18 A map amendment to rezone +/- 0.68 acres from the IG, General Industrial District to the CG, General Commercial District for property that is commonly known as 816 Dearborn Ave., South Beloit, IL 61080 in Roscoe Township, District 4 to be Laid Over
6. Z-10-18 A map amendment to rezone +/- 26.41 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for property that is generally located on the southeast corner of N. Hoisington Road and Berglund Road intersection in Pecatonica Township, District 1 to be Laid Over
7. Z-11-18 A map amendment to rezone +/- 39.98 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for property that is commonly known as 14248 Saunders Road, Pecatonica, IL 61063 in Pecatonica Township, District 1 to be Laid Over
8. Z-12-18 A map amendment to rezone +/- 33.06 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for property that is generally located at the east end of Green Road on the south side in Pecatonica Township, District 1 to be Laid Over
9. Resolution Directing the Zoning Board of Appeals to Conduct a Public Hearing on a Certain Unified Development Ordinance Amendment regarding Retreat Centers
10. Resolution Authorizing Waiver of Fees for Demolition Permits
11. Resolution Addressing Certain Concerns With Regard to Solar Farms

B. Committee Report

**3. Economic Development Committee – Fred Wescott, Committee Chairman**

A. Committee Report

**4. Operations & Administrative Committee – Gary Jury, Committee Chairman**

A. Committee Report

- B. Ordinance Amending Section 62-14 (Discrimination/Harassment Policy) of Chapter 62 of the County Code of Ordinances
- C. Ordinance Amending Sections of Chapter 2, Article II, Division 2 of the County Code of Ordinances (Presentation of Budget Amendments to the Finance Committee)
- D. Resolution to Re-Divide Election Precincts
- E. Ordinance Creating Sections of Chapter 2, Article III, Division 5 (Operations Officer) of the County Code of Ordinances

- F. Ordinance Creating Sections of Chapter 2, Article III, Division 6 (Chief Strategic Initiatives Officer) of the County Code of Ordinances
- G. Ordinance Amending Sections of Chapter 2 of the County Code of Ordinances (Creating Consistency and Actual Daily Procedures) to be Laid Over
- H. Ordinance Creating Section 62-26 of Chapter 62 of the County Code of Ordinances (Social Media Policy) to be Laid Over

**5. Public Works Committee – Dave Kelley, Committee Chairman**

- A. Committee Report

**6. Public Safety Committee – Dave Fiduccia, Committee Chairman**

- A. Committee Report
- B. Ordinance Amending Chapter 14 of the Winnebago County Code (Animal Services Administrator Definition) to be Laid Over

**7. Government Affairs & Strategic Planning – Jean Crosby, Committee Chairman**

- A. Committee Report

**Unfinished Business**

**New Business**

**Closed Session**

**Adjournment**

**Next Meeting: Thursday, July 12, 2018**

# **CHAIRMAN'S REPORT**

# **ADMINISTRATOR'S REPORT**

# **CONSENT AGENDA**



## RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by 5 different organizations for 5 Raffles.

All applying organizations have complied with the requirements of the Winnebago County Raffle Ordinance. All fees have been collected, bonds received and all individuals involved with the raffles have received the necessary Sheriff's Department clearance.

[illegible][illegible]

The Following Have Requested A Class C, One Time Emergency License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

The Following Have Requested A Class D, E, & F Limited Annual License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

This concludes my report

Deputy Clerk Kayla Hilliard

TIANA J. MCCALL  
Winnebago County Clerk

Date 28-Jun-18

RESOLUTION

TO THE HONORABLE COUNTY BOARD OF WINNEBAGO COUNTY:

Your County Auditor respectfully submits the following summarized report of the claims to be paid and approved:

	<u>FUND NAME</u>	<u>RECOMMENDED FOR PAYMENT</u>
001	GENERAL FUND	3,907,269.32
101	PUBLIC SAFETY TAX	4,360,485.67
103	DOCUMENT STORAGE FUND	53,223.77
104	TREASURER'S DELINQUENT TAX FU	3,715.28
105	VITAL RECORDS FEE FUND	407.71
106	RECORDERS DOCUMENT FEE FUND	20,790.35
107	COURT AUTOMATION FUND	22,992.17
108	COURT SECURITY FEE FUND	31,527.87
109	VICTIM IMPACT PANEL FEE	800.00
110	CHILD SUPPORT & COLLECTIN FE	7,545.72
111	CHILDREN'S WAITING ROOM FUND	11,829.22
112	RENTAL HOUSING FEE FUND	22,824.00
114	911 OPERATIONS FUND	611,853.46
115	PROBATION SERVICE FUND	19,051.33
116	HOST FEE FUND	490,863.23
120	DEFERRED PROSECUTION PROGRAM	4,096.16
122	FEDERAL FORFEITURE ST ATTY	2,032.00
123	STATE DRUG FORFEITURE ST ATTY	9,747.33
126	LAW LIBRARY	21,408.54
131	DETENTION HOME	229,647.82
140	WINGIS GEOR INFO SYSTEMS FUND	50,643.09
145	FORECLOSURE MEDIATION FUND	2,587.00
155	MEMORIAL HALL	11,436.91
158	CHILD ADVOCACY PROJECT	45,101.33
161	COUNTY HIGHWAY	217,419.25
162	COUNTY BRIDGE FUND	28,456.30
163	FEDERAL AID MATCHING FUND	1,520,762.57
164	MOTOR FUEL TAX FUND	1,676,853.03
168	TOWNSHIP BRIDGE	201.97
181	VETERANS ASSISTANCE FUND	17,350.18
185	HEALTH INSURANCE	1,580,003.78
192	EMPLOYER SOCIAL SECURITY FUND	341,638.44
193	ILLINOIS MUNICIPAL RETIRE	542,902.09
194	TORT JUDGMENT & LIABILITY	1,256,054.05
201	2013B ADMIN	85,900.00
208	2013C SERIES REFUNDED BONDS	104,475.00
209	2013C DEBT CERTIFICATES	700,400.00
214	2013E DEBT SERVICE FUND	52,162.50
215	2016A REFUNDING BONDS	49,700.00
216	2017B GO REFUNDING BONDS	45,525.00
219	2017A GO DEBT CERTIFICATES	12,200.00
227	2015A DEBT CERTIFICATES	48,050.00

CONTINUATIONFUND NAMERECOMMENDED FOR PAYMENT

229	2016D REFUNDING	62,100.00
230	2016E REFUNDING	328,225.00
239	COURT CASE MGMT DEBT SERVICE	12,100.00
240	2008 SIREN DEBT CERTIFICATES	8,470.00
242	2010C HEALTH BLDG	61,871.88
244	2012A GO DEBT CERTIFICATES	3,671.60
245	2012B ALT REFUNDING BONDS	14,153.00
246	2012C ALT REFUNDING BONDS	25,928.00
247	2012D ALT REFUNDING BONDS	72,615.50
248	2012E DEBT CERTIFICATES	19,112.50
249	2012F DEBT CERTIFICATES	61,871.88
250	2012G DEBT CERTIFICATES	25,200.00
252	2017C DEBT SERVICE FUND	172,325.00
301	HEALTH GRANTS	606,135.50
303	STATE'S ATTORNEY GRANT	28,241.92
304	PROBATION GRANTS	68,015.03
307	COMMUNITY DEVELOPMENT GRANTS	90.00
309	CIRCUIT COURT GRANT FUND	203,261.41
401	RIVER BLUFF NURSING HOME	1,218,917.23
410	ANIMAL SERVICES	163,055.57
420	555 N COURT OPERATIONS FUND	43,430.42
430	WATER FUND	28,076.05
501	INTERNAL SERVICES	116,821.70
747	JUVENILE JUSTICE CENTER REMODEL	12,657.00
748	2012F ALTERNATE REVENUE BONDS	174,144.00

TOTAL THIS REPORT

21,752,423.63

The adoption of this report is hereby recommended:

  
William Crowley, County Auditor

ADOPTED: This 28th day of June 2018 at the City of Rockford, Winnebago County, Illinois.

\_\_\_\_\_  
Frank Haney, Chairman of the  
Winnebago County Board of  
Rockford, Illinois

ATTEST:

\_\_\_\_\_  
Tiana McCall, Clerk of the Winnebago  
County Board of Rockford, Illinois

# **FINANCE COMMITTEE**

**R E S O L U T I O N**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Submitted by: Finance Committee

2018 CR

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**RESOLUTION AUTHORIZING SETTLEMENT OF A CLAIM  
AGAINST THE COUNTY OF WINNEBAGO ENTITLED  
DAVID JACOBSON VERSUS WINNEBAGO COUNTY**

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**WHEREAS**, the County of Winnebago, Illinois, is involved in having claims asserted against it by David Jacobson for injuries allegedly sustained while in the employment of Sheriff's Department; and,

**WHEREAS**, the Plaintiff has offered to settle the above claim against the County of Winnebago for consideration payable in the amount of \$10,006.30 for the settlement funding for a Workers Compensation case; and,

**WHEREAS**, counsel for the County of Winnebago recommends that it is in the best interest of the County of Winnebago to settle the above referenced claims upon the terms of the proposed settlement.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that it does hereby authorize settlement of the claims entitled David Jacobson versus County of Winnebago for injuries allegedly sustained by David Jacobson while in the employment of Sheriff's Department by payment of the amount of \$10,006.30 for the settlement for permanent disability for a Workers Compensation case.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the County Auditor, Director of Purchasing, Human Resources Director, and Williams & McCarthy.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

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TED BIONDO, CHAIRMAN

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TED BIONDO, CHAIRMAN

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GARY JURY

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GARY JURY

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JOE HOFFMAN

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JOE HOFFMAN

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BURT GERL

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BURT GERL

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DAVE BOOMER

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DAVE BOOMER

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STEVE SCHULTZ

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STEVE SCHULTZ

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JAIME SALGADO

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JAIME SALGADO

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KEITH McDONALD

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KEITH McDONALD

The above and foregoing Resolution was adopted by the County Board of the County  
of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED BY:

---

**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

---

**TIANA McCALL**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

**R E S O L U T I O N**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Submitted by: Finance Committee

2018 CR

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**RESOLUTION AUTHORIZING IMRF FORM 6.33 – OUT-OF-  
STATE CREDIT AUTHORIZATION (TROY E. ZELLMAN)**

---

**WHEREAS**, the County of Winnebago, Illinois, is an IMRF employer; and

**WHEREAS**, the County has received a request from Troy Zellman, a County employee in the Sheriff's Department to authorize the granting of IMRF out-of-state service credits with an out-of state governmental unit; and

**WHEREAS**, the County Board may grant such credit by authorizing the County Clerk to sign the certification attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago that the County Clerk is authorized to sign the certification attached as Exhibit A.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the County Director of Finance.



Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

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TED BIONDO, CHAIRMAN

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TED BIONDO, CHAIRMAN

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GARY JURY

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GARY JURY

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JOE HOFFMAN

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JOE HOFFMAN

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BURT GERL

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DAVE BOOMER

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DAVE BOOMER

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STEVE SCHULTZ

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STEVE SCHULTZ

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JAIME SALGADO

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JAIME SALGADO

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KEITH McDONALD

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KEITH McDONALD

The above and foregoing Resolution was adopted by the County Board of the  
County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED BY:

---

**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO,  
ILLINOIS

---

**TIANA McCALL**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



# OUT-OF-STATE CREDIT AUTHORIZATION

IMRF Form 6.33 (Rev. 06/09)

INSTRUCTIONS AND REQUIREMENTS ON REVERSE SIDE  
PLEASE PRINT

Member's First Name Troy	Middle Initial E	Last Name Zellman	IMRF Member ID or Last 4 Digits of SSN 0108
Member Mailing Address 5725 Harrison Street		City, State, and ZIP Roscoe, IL, 61073	Current Position Sheriff's Deputy
Current Employer Name Winnebago County Sheriff's Office			Employer Number 6759

## Certification by Member

I certify that I was an employee of Hillsborough County Sheriff's Office

Name of Local Government

Florida

from

10/23/2011

to

12/30/2013

Name of State

Date

Date

in the position(s) of Sheriff's Deputy

such service having been covered under Florida Retirement System

Name of Public Employee Pension System

whose address is 1317 Winewood Blvd, Building 8

Tallahassee

FL

32399

Street

City

State

Zip Code

and that I have irrevocably forfeited all service credits in said pension system and am not entitled to benefits of any type therefrom. I understand that no service credit will be established under the Illinois Municipal Retirement Fund until I have made the required payment to IMRF.

06/05/2017

Date

Member's Signature

(239) 849-8532

Member's Daytime Telephone No.

**This portion of the form is not enterable; must be filled out manually by Governing Body.**

## Certification by Clerk or Secretary of Governing Body

I certify that a regular or special meeting held on \_\_\_\_\_, the \_\_\_\_\_  
Date Name of Governing Body  
of \_\_\_\_\_ authorized the granting of service credits for out-of-state service with  
Name of Governmental Unit  
the out-of-state governmental unit named herein from \_\_\_\_\_ to \_\_\_\_\_ (not to exceed 120  
Date Date  
months for the above named member).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk or Secretary

\_\_\_\_\_  
Signature

## Illinois Municipal Retirement Fund

2211 York Road, Suite 500, Oak Brook Illinois 60523-2374, 630/368-1010

Member Services Representatives 1-800/ASK-IMRF (1-800-275-4673)

KAP  
6/6/17

**R E S O L U T I O N**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Submitted by: Finance Committee

2018 CR

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**RESOLUTION AUTHORIZING IMRF FORM 6.33 – OUT-OF-  
STATE CREDIT AUTHORIZATION (SARAH E. MCWHIRTER)**

---

**WHEREAS**, the County of Winnebago, Illinois, is an IMRF employer; and

**WHEREAS**, the County has received a request from Sarah McWhirter, a County employee in the Sheriff's Department to authorize the granting of IMRF out-of-state service credits with an out-of state governmental unit; and

**WHEREAS**, the County Board may grant such credit by authorizing the County Clerk to sign the certification attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago that the County Clerk is authorized to sign the certification attached as Exhibit A.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the County Director of Finance.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

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TED BIONDO, CHAIRMAN

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TED BIONDO, CHAIRMAN

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GARY JURY

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GARY JURY

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JOE HOFFMAN

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JOE HOFFMAN

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BURT GERL

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BURT GERL

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DAVE BOOMER

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DAVE BOOMER

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STEVE SCHULTZ

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STEVE SCHULTZ

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JAIME SALGADO

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JAIME SALGADO

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KEITH McDONALD

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KEITH McDONALD

The above and foregoing Resolution was adopted by the County Board of the  
County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED BY:

---

**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO,  
ILLINOIS

---

**TIANA McCALL**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



# OUT-OF-STATE CREDIT AUTHORIZATION

IMRF Form 6.33 (Rev. 06/09)

JUN 01 2017

INSTRUCTIONS AND REQUIREMENTS ON REVERSE SIDE  
PLEASE PRINT

Member's First Name <u>Sarah</u>	Middle Initial <u>E.</u>	Last Name <u>McWhorter</u>	IMRF Member ID or Last 4 Digits of SSN
Member Mailing Address <u>5854 Beechwood Drive Apt A Loves Park, IL 61111</u>			Current Position <u>Sheriff's Deputy</u>
Current Employer Name <u>Winnebago County Sheriff's Office</u>			Employer Number <u>#7084</u>

## Certification by Member

I certify that I was an employee of Carter County Sheriff's Office  
Name of Local Government  
Tennessee from October 26, 2012 to February 27, 2015  
Name of State Date Date  
in the position(s) of Sheriff's Deputy / Corrections Officer  
such service having been covered under Tennessee Consolidated Retirement System  
Name of Public Employee Pension System  
whose address is Andrew Jackson Building, 15th Floor  
502 Deaderick Street Nashville TN 37243-0201  
Street City State Zip Code  
and that I have irrevocably forfeited all service credits in said pension system and am not entitled to benefits of any type therefrom. I understand that no service credit will be established under the Illinois Municipal Retirement Fund until I have made the required payment to IMRF.

Sarah E. McWhorter (815) 289-9778  
Date Member's Signature Member's Daytime Telephone No.

This portion of the form is not enterable; must be filled out manually by Governing Body.

## Certification by Clerk or Secretary of Governing Body

I certify that a regular or special meeting held on \_\_\_\_\_, the \_\_\_\_\_  
Date Name of Governing Body  
of \_\_\_\_\_ authorized the granting of service credits for out-of-state service with  
Name of Governmental Unit  
the out-of-state governmental unit named herein from \_\_\_\_\_ to \_\_\_\_\_ (not to exceed 120  
Date Date  
months for the above named member).

\_\_\_\_\_  
Date Clerk or Secretary Signature

## Illinois Municipal Retirement Fund

2211 York Road, Suite 500, Oak Brook Illinois 60523-2374, 630/368-1010

Member Services Representatives 1-800/ASK-IMRF (1-800-275-4673)

# **ZONING COMMITTEE**

**Attachment**  
**ZONING COMMITTEE**  
**OF THE COUNTY BOARD AGENDA**  
June 28, 2018

**A. PLANNING AND/OR ZONING REQUESTS:**

**TO BE LAID OVER:**

1. Z-06-18 A map amendment to rezone +/- 21.84 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District, requested by Borrego Solar Systems, Inc., lessee of site, whom is represented by Michael Klingl, Project Manager, for property that is located on the west side of Tate Road, +/- 1800 feet north of Latham Road in Owen Township.  
PIN(s): Part of PIN: 07-18-400-002 C.B. District: 1  
Lesa Rating: N/A Consistent W/2030 LRMP – Future Map: YES  
**ZBA Recommends: *DENIAL (2-4)***  
**ZC Recommends: *REFER TO JULY 17, 2018 ZBA MEETING FOR ADDITIONAL TESTIMONY (6-0)***
2. Z-05-18 A map amendment to rezone +/- 15.09 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District, requested by Community Power Group, LLC, lessee of site, whom is represented by Michael Borkowski, Project Manager, for property that is commonly known as 8236 Trask Bridge Road, Rockford, IL 61101 in Burritt Township.  
PIN(s): Part of PIN: 10-14-300-010 C.B. District: 1  
Lesa Rating: N/A Consistent W/2030 LRMP – Future Map: YES  
**ZBA Recommends: *APPROVAL (6-0)***  
**ZC Recommends: *APPROVAL (5-1)***
3. Z-07-18 A map amendment to rezone +/- 29.75 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District requested by Conger Solar, LLC, lessee of site, which is managed by Cypress Creek Renewables Development, LLC and whom is represented by David N. Tanner, Attorney, for property that is located on the west side of N. Hoisington Road, +/- 1,656 feet south of Berglund Road in Pecatonica Township.  
PIN(s): Part of PIN: 09-35-400-004 C.B. District: 1  
Lesa Rating: N/A Consistent W/2030 LRMP – Future Map: YES  
**ZBA Recommends: *APPROVAL (4-1; 1 abstain)***  
**ZC Recommends: *APPROVAL (5-1)***
4. Z-08-18 A map amendment to rezone +/- 3.19 acres from the AG, Agricultural Priority District to the RA, Rural Agricultural Residential District (a sub-district of the RA District), requested by Seth A. and Kelly R. Beard, contract purchasers, for property that is located on the west side of Will Road, approximately one quarter of a mile north of Yale Bridge Road in Shirland Township.  
PIN(s): Part of PIN: 03-07-200-013 C.B. District: 2  
Lesa Rating: Very High Consistent W/2030 LRMP – Future Map: NO  
**ZBA Recommends: *MOTION TO APPROVE FAILED (3-3)***  
**ZC Recommends: *APPROVAL (4-2)***

**Attachment**  
**ZONING COMMITTEE**  
**OF THE COUNTY BOARD AGENDA**  
**June 28, 2018**

5. Z-09-18 A map amendment to rezone +/- 0.68 acres from the IG, General Industrial District to the CG, General Commercial District, requested by Troy D. Specht, property owner, for property that is commonly known as 816 Dearborn Ave., South Beloit, IL 61080 in Roscoe Township.

PIN(s): 04-08-227-001, 04-08-227-002 & 04-08-227-003 C.B. District: 4  
Les Rating: N/A Consistent W/2030 LRMP – Future Map: YES

**ZBA Recommends: APPROVAL (6-0)**

**ZC Recommends: APPROVAL (6-0)**

6. Z-10-18 A map amendment to rezone +/- 26.41 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District, requested by Conger Solar III, LLC, lessee of site, which is managed by Cypress Creek Renewables Development, LLC, and whom is represented by David N. Tanner, Attorney, for property that is generally located on the southeast corner of N. Hoisington Road and Berglund Road intersection in Pecatonica Township.

PIN(s): Part of PIN: 09-36-300-001 C.B. District: 1  
Les Rating: N/A Consistent W/2030 LRMP – Future Map: YES

**ZBA Recommends: MOTION TO APPROVE FAILED (2-3; 1 abstain)**

**ZC Recommends: APPROVAL (6-0)**

7. Z-11-18 A map amendment to rezone +/- 39.98 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District, requested by Varnsen Solar, LLC, lessee of site, which is managed by Cypress Creek Renewables Development, LLC, and whom is represented by David N. Tanner, Attorney, for property that is commonly known as 14248 Saunders Road, Pecatonica, IL 61063 in Pecatonica Township.

PIN(s): Part of PIN: 09-26-100-003 C.B. District: 1  
Les Rating: N/A Consistent W/2030 LRMP – Future Map: YES

**ZBA Recommends: APPROVAL (5-0; 1 abstain)**

**ZC Recommends: APPROVAL (6-0)**

8. Z-12-18 A map amendment to rezone +/- 33.06 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District, requested by Winnebago Solar, LLC, lessee of site, which is managed by Cypress Creek Renewables Development, LLC, and whom is represented by David N. Tanner, Attorney, for property that is generally located at the east end of Green Road on the south side in Pecatonica Township.

PIN(s): Part of PIN: 09-16-200-005 C.B. District: 1  
Les Rating: N/A Consistent W/2030 LRMP – Future Map: YES

**ZBA Recommends: MOTION TO APPROVE FAILED (3-3)**

**ZC Recommends: APPROVAL (5-1)**

**TO BE VOTE ON:**

9. RESOLUTION DIRECTING THE ZONING BOARD OF APPEALS TO CONDUCT A PUBLIC HEARING ON A CERTAIN UNIFIED DEVELOPMENT ORDINANCE AMENDMENT REGARDING RETREAT CENTERS

**ZC Recommends: APPROVAL (6-0)**



**Attachment**  
**ZONING COMMITTEE**  
**OF THE COUNTY BOARD AGENDA**  
June 28, 2018

10. RESOLUTION AUTHORIZING WAIVER OF FEES FOR DEMOLITION PERMITS

**ZC Recommends: *APPROVAL (6-0)***

11. RESOLUTION ADDRESSING CERTAIN CONCERNS WITH REGARD TO SOLAR FARMS

**ZC Recommends: *NO ACTION TO BE TAKEN (LAID OVER AT COMMITTEE; 5-1)***

**B. COMMITTEE REPORT (ANNOUNCEMENTS) - *for informational purposes only; not intended as a public notice*):**

- Chairman, Brian Erickson, hereby announces that a *Zoning Board of Appeals (ZBA)* meeting is scheduled for Tuesday, **July 17, 2018**, at 5:30 p.m. in Room 303 of the County Administration Building for the following petitions:
  1. Z-15-17 A map amendment to rezone +/- 25.0 acres from the AG, Agricultural Priority District to the A-2, Agriculture-Related Business District for the property commonly known as 10076 Fish Hatchery Road in Burritt Township, District 1.
  2. SU-08-17 A special use permit for a retreat center in the A-2, Agriculture-Related Business District for the property commonly known as 10076 Fish Hatchery Road in Burritt Township, District 1.
  3. Z-13-18 A map amendment to rezone +/- 36.22 acres from the AG, Agricultural Priority District to the A2, Agriculture-Related Business District for a portion of the property commonly known as 7918 N. Pecatonica Road in Pecatonica Township, District 1.
- Chairman, Jim Webster, hereby announces that the next *Zoning Committee (ZC)* meeting is *tentatively* scheduled for Wednesday, **July 25, 2018**, at 5:30 p.m. in Room 303 of the County Administration Building.

*Sponsored by Jim Webster*

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

SUBMITTED BY: ZONING COMMITTEE

2018 CR \_\_\_\_\_

RESOLUTION DIRECTING THE ZONING BOARD OF APPEALS  
TO CONDUCT A PUBLIC HEARING ON A CERTAIN UNIFIED DEVELOPMENT  
ORDINANCE AMENDMENT REGARDING RETREAT CENTERS

WHEREAS, Chapter 90 of the Winnebago County Code of Ordinances is known as the Unified Development Ordinance (Zoning Ordinance) of Winnebago County which regulates the use of buildings and land; and

WHEREAS, Chapter 90, Section 4.1.1 (Initiation of Amendments) requires the County Board to initiate a change in zoning district regulations, general provisions, or other provisions; and

WHEREAS, the public health, safety and welfare may be better served by adopting the attached amendment(s) (Exhibit A) to the Unified Development Ordinance of Winnebago County; and

WHEREAS, the Illinois Compiled Statutes, Chapter 55, Section 5/5-12014, requires the Zoning Board of Appeals to hold a public hearing after 15 days notice, of the hearing before the Unified Development Ordinance of Winnebago County can be amended; and

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Winnebago County hereby approves this Resolution pursuant to Chapter 90, Section 4.1.1, and thereby, initiating and directing the Winnebago County Zoning Board of Appeals to conduct a public hearing pursuant to 55 ILCS 5/5-1214 on the hereto attached proposed ordinance amendment and made a part hereof as Exhibit A.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its adoption.

BE IT FURTHER RESOLVED, that the Winnebago County Clerk shall provide a certified copy of this Resolution upon its adoption to the Planning and Zoning Officer, whom is within the Winnebago County Regional Planning and Economic Development Department.

Respectfully submitted,  
**ZONING COMMITTEE**

\_\_\_\_\_  
JIM WEBSTER, CHAIRMAN

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(TO APPROVE)

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\_\_\_\_\_

(TO NOT APPROVE)

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2018 by the County Board of the County of Winnebago County, IL.

ATTESTED BY:

\_\_\_\_\_  
FRANK HANEY  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
TIANA MCCALL  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

DRAFT

EXHIBT A

AMENDMENT TO CHAPTER 90, SECTION 7.6.1 USE TABLE, TABLE 7.1,  
LAND USE CATEGORY RETREAT CENTER  
BE AMENDED AS FOLLOWS:

TABLE 7.1: AGRICULTURAL AND OPEN SPACE DISTRICTS PERMITTED AND SPECIAL USES					
USE	AG	A-1	A-2	OS	USE STANDARD
Retreat Center	<u>S*</u>	<u>S*</u>	S		*Special use is ONLY available in these Districts on a lot that is no less than 10 acres in size and is for uses that were lawfully established prior to the adoption of this Ordinance (June 11, 2015) that currently function as/meet the definition of a retreat center which in some cases may not have been categorized as same due to the terminology within the prior code(s).

XXXX = Standard text represents existing text within the current UDO.

XXXX = Bold underlined text is newly proposed text.

SPONSORED BY: JIM WEBSTER

RESOLUTION  
OF THE  
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

SUBMITTED BY: ZONING COMMITTEE

2018CR\_\_\_\_\_

RESOLUTION AUTHORIZING WAIVER OF FEES  
FOR DEMOLITION PERMITS

WHEREAS, the County Board of the County of Winnebago, Illinois, has allocated \$100,000 from the fiscal 2018 host fee funds for the demolition of blighted properties in Winnebago County (hereinafter “Host Fee Demolitions”); and

WHEREAS, the Winnebago County Health Department will be coordinating the Host Fee Demolitions and anticipates that the host fee funding will permit approximately ten (10) Host Fee Demolitions; and

WHEREAS, the properties currently proposed for demolition by the Health Department are listed on Exhibit A; and

WHEREAS, the Building Division of the Winnebago County Regional Planning and Economic Development Department typically charges a fee for demolition permits within the County; and

WHEREAS, given that the County is funding the Host Fee Demolitions, the Winnebago County Health Department is requesting that fees for the demolition permits issued by the County Building Division be waived for the Host Fee Demolitions.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED, by the County Board of the County of Winnebago, Illinois, that the County of Winnebago Regional Planning and Economic Development Department, Building Division, is hereby authorized to waive demolition permit fees for Host Fee Demolitions coordinated by the Winnebago County Health Department..

BE IT FURTHER RESOLVED that the Clerk of the County Board is hereby directed to prepare and deliver copies of this resolution to the Director of the Regional Planning and Economic Development Department and the Winnebago County Health Department Administrator.

Respectfully submitted,

**ZONING COMMITTEE**

\_\_\_\_\_  
JIM WEBSTER, CHAIRMAN

\_\_\_\_\_  
JIM WEBSTER, CHAIRMAN

\_\_\_\_\_  
ANGIE GORAL, VICE CHAIR

\_\_\_\_\_  
ANGIE GORAL, VICE CHAIR

\_\_\_\_\_  
AARON BOOKER

\_\_\_\_\_  
AARON BOOKER

\_\_\_\_\_  
DAN FELLARS

\_\_\_\_\_  
DAN FELLARS

\_\_\_\_\_  
DAVE KELLEY

\_\_\_\_\_  
DAVE KELLEY

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
STEVE SCHULTZ

\_\_\_\_\_  
STEVE SCHULTZ

The above and foregoing Resolution was adopted by the County Board of the  
County of Winnebago, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Frank Haney  
Chairman of the County Board  
of the County of Winnebago, Illinois

Attested by:

\_\_\_\_\_  
Tiana J. McCall  
Clerk of the County Board  
of the County of Winnebago, Illinois

## EXHIBIT A

### Host Fee Demolitions (Primary List)

	Address	Municipality	PIN
1	2257 Welworth Ave	County	12-33-306-027
2	7315 Mildred Rd	Machesney Park	08-31-431-004
3	658 Tall Timber Dr	County	15-19-251-002
4	647 Pine View Terrace	County	15-19-251-002
5	8692 McMichael Rd	County	08-01-400-019
6	1011 Colonial Dr	Machesney Park	08-31-404-006
7	8495 Burr Oak Rd	County	04-36-377-004
8	11793 Genessee St	County	06-14-411-001
9	144 McKinley Ave	County	04-06-152-015
10	1825 Old Wood Rd	County	12-18-429-001

### Host Fee Demolitions (Substitution List)

	Address	Municipality	PIN
1	406 Willow Run	County	15-19-453-019
2	4129 Briargate Rd	County	15-09-129-017
3	7970 S Main St	County	15-20-302-001
4	233 S Harrison Ave	South Beloit	04-05-259-003
5	5870 Chestnut St	Roscoe	04-33-431-004
6	4032 Pinecrest Rd	County	12-17-303-041
7	4841 Linview Dr	County	16-07-376-014
8	8481 Burr Oak Rd	County	04-36-377-003
9	13133 Mitchell St	County	06-11-180-001
10	1520 Shirland Ave	County	04-06-152-001
11	2003 S Mulford Rd	County	12-33-427-005
12	214 Garfield Ave	County	04-06-146-018
13	9545 Applegate	Roscoe	08-03-379-008
14	XX Buddyville Dr	County	04-07-352-005
15	2131 Blackhawk Blvd	South Beloit	04-07-352-008
16	4691 Marble Manor	County	15-10-401-007
17	7811 Wesley Road	Machesney Park	08-32-105-011
18	8076 Yale Bridge Road	County	02-35-100-007
19	302 Liberty Blvd	Machesney Park	08-30-303-011
20	1017 E Harlem Rd	Machesney Park	08-31-202-011
21	322 Wilshire Dr	Machesney Park	08-30-301-014
22	409 Mallard Drive	Winnebago	14-09-380-005
23	7705 Cadet Rd	Machesney Park	08-31-228-017

RESOLUTION  
OF THE  
BOARD OF HEALTH OF THE COUNTY OF WINNEBAGO, ILLINOIS

RESOLUTION AUTHORIZING WAIVER OF FEES  
FOR DEMOLITIONS

WHEREAS, the County Board of the County of Winnebago, Illinois, has allocated \$100,000 from the fiscal 2018 host fee funds for the demolition of blighted properties in Winnebago County (hereinafter "Host Fee Demolitions"); and

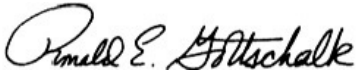
WHEREAS, the Winnebago County Health Department will be coordinating the Host Fee Demolitions and anticipates that the host fee funding will permit approximately ten (10) Host Fee Demolitions; and


WHEREAS, the Environmental Health Division of the Winnebago County Health Department typically charges a fee for well and septic inspections within the County related to demolitions; and

WHEREAS, given that the County is funding the Host Fee Demolitions, the Health Department administration is recommending that Health Department fees related to well and septic inspections for the Host Fee Demolitions be waived.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED, by the Board of Health of the County of Winnebago, Illinois, that the Winnebago County Health Department is hereby authorized to waive fees for Host Fee Demolitions coordinated by the Health Department.

Approved this 19<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
  
\_\_\_\_\_  
Ronald Gottschalk, President  
Winnebago County Board of Health

\_\_\_\_\_  
  
\_\_\_\_\_  
Jaymie Nelson, Secretary  
Winnebago County Board of Health



**RESOLUTION  
OF  
THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS  
2018 CR \_\_\_\_\_**

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**RESOLUTION ADDRESSING CERTAIN CONCERNS WITH REGARD TO  
SOLAR FARMS**

---

**WHEREAS**, this Resolution concerns agreements between residents of the County of Winnebago, Illinois, and companies engaged in the business of providing solar energy through solar panels on what are commonly referred to as solar farms which are required by the County to be located on land zoned A2; and

**WHEREAS**, the County of Winnebago, Illinois encourages the location of solar farms on properties that are not rated as prime farm land under the land evaluation system, land assessment portion of the LESA system; and

**WHEREAS**, the County encourages the owners of properties that are contemplating entering into an agreement with companies engaged in the business of providing solar energy through solar panels in what are commonly referred to as solar farms to encourage that any agreement entered into with such an entity provides that it will use local labor, to the extent possible, in the construction and decommissioning of the solar farm; and

**WHEREAS**, the County encourages the owners of properties that are contemplating entering into an agreement with companies engaged in the business of providing solar energy through solar panels that will be placed on the owners' property to ensure that any agreement entered into with such a company provides for the removal of the solar panels and any equipment or buildings associated with the solar panels when the company ceases to use the solar panels to provide energy from the property prior to the termination of the lease; and

**NOW, THEREFORE BE IT RESOLVED** by the County Board of the County of Winnebago, Illinois, by the adoption of this resolution encourages Winnebago County citizens who are contemplating entering into agreements with companies engaged in the business of providing solar energy through solar panels on what are commonly referred to as solar farms to ensure any agreement they enter into meets the following guidelines:

1. The land where solar panels are placed is not considered prime farm land pursuant to the land evaluation portion of the LESA system; and

2. The agreement provides for the use of local materials and local labor in the construction and deconstruction (commonly referred to as commissioning and decommissioning) phase of the operation of the solar panels; and

3. The agreement provides for decommissioning or deconstruction (also known as demolition) at the termination of the lease or when the solar panels cease being used for energy production.

**NOW THEREFORE BE IT FURTHER RESOLVED** that upon adoption a copy of this Resolution shall be forwarded to the Winnebago County Zoning Officer and the Winnebago County Building Official; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that this Resolution shall be in full force and effect immediately upon its adoption.

Respectfully submitted,  
**Zoning Committee**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JIM WEBSTER, CHAIRMAN

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JIM WEBSTER, CHAIRMAN

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ANGIE GORAL

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ANGIE GORAL

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AARON BOOKER

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DAVE KELLEY

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DAVE KELLEY

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JAIME SALGADO

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JAIME SALGADO

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STEVE SCHULTZ

\_\_\_\_\_  
STEVE SCHULTZ

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Frank Haney, Chairman of the County Board  
of the County of Winnebago, Illinois

ATTEST:

\_\_\_\_\_  
Tiana J. McCall, Clerk of the County of Board  
of the County of Winnebago, Illinois

# **OPERATIONS & ADMINISTRATIVE COMMITTEE**

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

Submitted by: Operations and Administrative Committee

2018 CR

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**AN ORDINANCE AMENDING SECTION 62-14 OF CHAPTER 62  
OF THE COUNTY CODE OF ORDINANCES**

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**WHEREAS**, Chapter 62 of the County Code of Ordinances, Article I sets forth various criteria for Personnel;

**WHEREAS**, the County wishes to amend Sections of Chapter 62, of the County Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Chapter 62, Article I of the County Code of Ordinances be amended as follows:

Sec. 62-14. - Discrimination/harassment policy.

- (a) *Policy.* The County strives to maintain a workplace that fosters mutual employee respect and promotes a harmonious, productive working environment. Winnebago County is committed to maintaining a work environment that is free of discrimination and harassment.
- 1) In keeping with that commitment, the County prohibits discrimination and/or harassment that is based on sex, race, religion, gender identity, color, citizenship status, pregnancy, ancestry, order of protection status, arrest record, national origin, age, sexual orientation, physical or mental disability, military status, unfavorable discharge from military service, marital status, genetic information, or any other class protected by federal or state law, now or in the future. Winnebago County further prohibits discrimination and/or harassment that is perceived as creating a hostile work environment. Discrimination and/or harassment in any form constitute misconduct that undermines the integrity of the workplace.
  - 2) Prohibition on Sexual Harassment.  
It is unlawful to harass a person because of that person's sex. The courts have determined that sexual harassment is a form of discrimination under Title VII of the U.S. Civil Rights Act of 1964,

COUNTY BOARD MEETING

June 14, 2018

as amended in 1991. All persons have a right to work in an environment free from sexual harassment. Sexual harassment is unacceptable misconduct which affects individuals of all genders and sexual orientations. It is a policy of Winnebago County to prohibit harassment of any person by any County official, County agent, county employee or County agency or office on the basis of sex or gender. All County officials, agents, employees and agencies or offices are prohibited from sexually harassing any person, regardless of any employment relationship or lack thereof.

- (b) *Scope.* This policy applies to every employee, elected official, contractor, volunteer, and intern throughout the County and all individuals who may have contact with any employee of this organization as a result of County business operations.
- (c) *Definitions.* As used in this document, the following definitions shall apply:
  - 1) *Complaint.* A formal or informal allegation of discrimination or harassment by an employee, including the filing of a grievance.
  - 2) This policy adopts and incorporates the definition of sexual harassment as stated in the Illinois Human Rights Act, which currently defines sexual harassment as: Any unwelcome sexual advances or requests for sexual favors, or any conduct of a sexual nature when:
    - a. Submission to such conduct is made either explicitly or implicitly a term of condition of an individual's employment,
    - b. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
    - c. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.
  - 3) *Harassment.* Unwelcome conduct based on a protected class which is unlawful where 1) enduring the offensive conduct becomes a condition of continued employment, or 2) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.
  - 4) *Discrimination.* Treating a person or group of people differently because of their membership in a protected class.
- (d) *General provisions.*
  - 1) Sexual harassment is a form of misconduct which undermines the integrity of the employer - employee relationship and is prohibited at all times.
  - 2) Conduct which may constitute sexual harassment includes:
    - a. Verbal: sexual innuendos, suggestive comments, insults, humor, and jokes about sex, anatomy or gender-specific traits, sexual propositions, threats, repeated requests for dates, or statements about other employees, even outside of their presence, of a sexual nature;
    - b. Non-verbal: suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking" or "kissing" noises;
    - c. Visual: posters, signs, pin-ups or slogans of a sexual nature, viewing pornographic material or websites;
    - d. Physical: touching, unwelcome hugging or kissing, pinching, brushing the body, any coerced sexual act or actual assault;

COUNTY BOARD MEETING

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- e. Textual/Electronic: "sexting" (electronically sending messages with sexual content, including pictures and video), the use of sexually explicit language, harassment, cyber stalking and threats via all forms of electronic communication (e-mail, text/picture/video messages, intranet/on-line postings, blogs, instant messages and social network websites like Facebook and Twitter.)
  - 3) The most severe and overt forms of sexual harassment are easier to determine. On the other end of the spectrum, some sexual harassment is more subtle and depends, to some extent, on individual perception and interpretation. The courts will assess sexual harassment by a standard of what would offend a "reasonable person."
  - 4) Non-sexual conduct can also constitute a violation of applicable law when such conduct is directed at a person because of his or her gender.
  - 5) Harassment on the basis of any protected characteristic is strictly prohibited. Any verbal or physical conduct that denigrates or shows hostility toward an employee because of the employee's race, color, religion, sex, national origin, age, handicap/disability, ancestry, pregnancy, sexual orientation, gender identity, marital status, citizenship status, order of protection status, arrest record, unfavorable discharge from the military, mental or physical disability unrelated to a person's ability to perform the essential functions of the job, genetic information, or any other characteristic protected by federal or state law. Harassing conduct includes, but is not limited to:
    - a. Epithets, slurs or negative stereotyping;
    - b. Threatening, intimidating or hostile acts;
    - c. Denigrating jokes, and;
    - d. Display or circulation in the workplace of written or graphic material that denigrates or shows hostility or aversion toward an individual or group (including through e-mail, voice mail, or similar systems). There shall be no distinction between someone who originates, sends, or forwards such material and one who receives such material and fails to take any action regarding its receipt.
  - 6) Each employee shall assist in the prevention of harassment through the following acts:
    - a. Refraining from participation in or encouragement of actions that are or could be perceived as harassment;
    - b. Reporting acts of harassment to a supervisor;
    - c. Encouraging any employee who confides that he or she is being harassed to report these acts to a supervisor.
  - 7) This policy is not intended to preclude any employee from filing a complaint or grievance with an appropriate outside agency.
- (e) *Prohibited activities.*
- 1) Conduct prohibited by this policy is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, professional conferences, business meetings and business-related social events. Any employee engaging in practices or conduct constituting sexual harassment, discrimination or harassment of any kind shall be subject to disciplinary action, up to and including termination.
  - 2) Winnebago County prohibits retaliation against any individuals who make good faith reports of discrimination or harassment, participate in an investigation of such reports, or file a charge of

discrimination or harassment. Retaliation against an individual for reporting harassment or discrimination, or participating in an investigation of a claim of harassment or discrimination, or for filing a charge of discrimination or harassment is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action, up to and including termination.

(f) *Employee's responsibilities.*

- 1) If an employee is the subject of or witnesses harassment or discrimination of any kind, he or she should deal with the incident(s) as directly and firmly as possible by clearly communicating his or her position to the offending person, and to his or her immediate supervisor or dept. head or the Winnebago County Human Resources Dept. In cases which involve complaints against elected officials covered under this policy, an employee may also inform the State's Attorney's office. It is not necessary that the harassment be directed at the employee in order to make a complaint through the procedures set forth below.
- 2) The employee and the individual to whom the harassment is reported should document or record the facts surrounding each incident (what was said or done, by whom, the date, time and place, and any witnesses to the incident.)
  - a. Written records such as letters, notes, memos, e-mails, and telephone messages can strengthen documentation.
- 3) If there is harassing or discriminatory behavior in the workplace, the employee may directly and clearly express their objection to the offending person(s) regardless of whether the behavior is directed at them.
  - a. If the employee is being harassed, he or she should clearly state that the conduct is unwelcome and the offending behavior must stop.
  - b. However, the employee is not required to directly confront the person who is the source of his or her report, question, or complaint before notifying any of the individuals listed in Section 1 above.
  - c. The initial communication may be oral, but documentation of the notice should be made. If subsequent communication is needed, it should be put in writing.
- 4) Employees who have witnessed or experienced conduct they believe is contrary to this policy are encouraged to use this reporting procedure. An employee's failure to follow this procedure could affect his or her right to pursue legal action.
- 5) Failure by an employee to report known harassment may be grounds for discipline, up to and including termination.

(g) *Supervisor's responsibilities.*

- 1) Each supervisor shall be responsible for addressing and preventing acts of harassment. This responsibility includes:
  - a. Monitoring the work environment on a daily basis for signs that harassment may be occurring.
  - b. Counseling all employees on the types of behavior prohibited and the organization's procedure for reporting and resolving complaints of harassment.



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- c. Stopping any observed acts that may be considered harassment and taking immediate and appropriate corrective action, whether or not the involved employees are within his or her line of supervision.
- d. Taking immediate action to limit the work contact between two employees when there is a pending investigation of harassment involving those employees.
- 2) Every supervisor has the responsibility to assist any employee who comes to that supervisor with a complaint of harassment in documenting and filing a complaint as outlined in this policy.
- 3) Any supervisor who becomes aware of any possible sexual or other unlawful harassment or discrimination against any employee must immediately advise his or her dept. head, the Human Resources Dept., or the state's attorney's office, who will timely initiate an investigation into the conduct.

(h) *Complaint procedures.*

- 1) Winnebago County strongly urges the reporting of all incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. While no fixed reporting period has been established, the prompt reporting of complaints or concerns allows for rapid and constructive action.
- 2) An employee who believes that he or she is being harassed or discriminated against should promptly report the offending behavior to a supervisor or dept. head so that steps may be taken to protect the employee from further harassment or discrimination and appropriate investigative and disciplinary measures may be initiated. If reporting to a supervisor or dept. head is not practical, if the employee feels uncomfortable doing so, or if the supervisor and/or dept. head is the source of the problem, condones the problem, or ignores the problem, the report should be made directly to the Winnebago County Human Resources Dept. or the State's Attorney's office.
- 3) The availability of this reporting procedure does not preclude employees who believe they are being subjected to harassment or discriminatory conduct from promptly advising the offender that his or her behavior is unwelcome and requesting that it be discontinued. However, employees are not required to communicate directly with the offender.
- 4) The supervisor or other person taking the complaint shall interview the complaining employee and document, in writing, the details and nature of the incident(s). The documentation shall contain the following, at a minimum:
  - a. Statement of the facts upon which the complaint is based;
  - b. Person(s) performing, participating in, or witnessing the harassment;
  - c. Description of specific wrongful act(s) and harm done;
  - d. Date(s) on which it occurred;
  - e. Any particular remedy or adjustment sought;
  - f. The time and date that the complaint was brought to the attention of the supervisor or other person taking the complaint, along with any action taken.
- 5) The person taking the complaint shall promptly forward the documentation to the human resources dept. or State's Attorney's office for review.

(i) *Procedure for Reporting an Allegation of Sexual Harassment*

An employee who either observes sexual harassment or believes herself/himself to be the object of sexual harassment should deal with the incident(s) as directly and firmly as possible by clearly

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communicating her/his position to the offending employee, and her/his immediate supervisor. It is not necessary for sexual harassment to be directed at the person making the report.

- 1) Any employee may report conduct which is believed to be sexual harassment, including the following:
  - a. Electronic/Direct Communication. If there is sexual harassing behavior in the workplace, the harassed employee should directly and clearly express her/his objection that the conduct is unwelcome and request that the offending behavior stop. The initial message may be verbal. If subsequent messages are needed, they should be put in writing in a note or a memo.
  - b. Contact with Supervisory Personnel. At the same time direct communication is undertaken, or in the event the employee feels threatened or intimidated by the situation, the problem must be promptly reported to the immediate supervisor of the person making the report, a department head, a director of human resources, the County Administrator, or the County Board Chairman.
  - c. The employee experiencing what he or she believes to be sexual harassment must not assume that the employer is aware of the conduct. If there are no witnesses and the victim fails to notify a supervisor or other responsible officer, the county will not be presumed to have knowledge of the harassment.
  - d. Resolution Outside County. The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every report and incident so that problems can be identified and remedied by the County. However, all County employees have the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) for information regarding filing a formal complaint with those entities. An IDHR complaint must be filed within 180 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.
- 2) Documentation of any incident may be submitted with any report (what was said or done, the date, the time and the place), including, but not limited to, written records such as letters, notes, memos and telephone messages.
- 3) All allegations, including anonymous reports, will be accepted and investigated regardless of how the matter comes to the attention of the c. However, because of the serious implications of sexual harassment charges and the difficulties associated with their investigation and the questions of credibility involved, the claimant's willing cooperation is a vital component of an effective inquiry and an appropriate outcome.

(j) *Prohibition on Retaliation for Reporting Sexual Harassment Allegations*

- 1) No County official, County agency, County employee or County agency or office shall take any retaliatory action against any County employee due to a County employee's:
  - a. Disclosure or threatened disclosure of any violation of this policy,
  - b. The provision of information related to or testimony before any public body conducting an investigation, hearing or inquiry into any violation of this policy, or
  - c. Assistance or participation in a proceeding to enforce the provisions of this policy.
- 2) For the purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or change in the terms or conditions of employment of

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any County employee that is taken in retaliation for a County employee's involvement in protected activity pursuant to this policy.

- 3) No individual making a report will be retaliated against even if a report made in good faith is not substantiated. In addition, any witness will be protected from retaliation.
  - 4) Similar to the prohibition against retaliation contained herein, the State Officials and Employees Ethics Act (5 ILCS 430/15-10) provides whistleblower protection from retaliatory action such as reprimand, discharge, suspension, demotion, or denial of promotion or transfer that occurs in retaliation for an employee who does any of the following:
    - a. Discloses or threatens to disclose to a supervisor or to a public body an activity, policy, or practice of any officer, member, State agency, or other State employee that the State employee reasonably believes is in violation of a law, rule, or regulation,
    - b. Provides information to or testifies before any public body conducting an investigation, hearing, or inquiry into any violation of a law, rule, or regulation by any officer, member, State agency or other State employee, or
    - c. Assists or participates in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act.
  - 5) Pursuant to the Whistleblower Act (740 ILCS 174/15(a)), an employer may not retaliate against an employee who discloses information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. In addition, an employer may not retaliate against an employee for disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. (740 ILCS 174/15(b)).
  - 6) According to the Illinois Human Rights Act (775 ILCS 5/6-101), it is a civil rights violation for a person, or for two or more people to conspire, to retaliate against a person because he/she has opposed that which he/she reasonably and in good faith believes to be sexual harassment in employment, because he/she has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing under the Illinois Human Rights Act.
  - 7) An employee who is suddenly transferred to a lower paying job or passed over for a promotion after filing a complaint with IDHR or EEOC, may file a retaliation charge – due within 180 days (IDHR) or 300 days (EEOC) of the alleged retaliation.
- (k) *Investigation of complaint.*
- 1) The Winnebago County Human Resources Dept., or, in some instances, the State's Attorney's office, is responsible for the prompt coordination of the investigation into any complaint alleging harassment or discrimination.
    - a. At no time will employees involved in the alleged harassment or discrimination conduct the investigation.

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- b. The investigating department will make every reasonable effort to conduct the investigation in a responsible and confidential manner; however, it is impossible to guarantee absolute confidentiality.
  - c. The investigating department reserves the right to use an outside agency to investigate claims of harassment or discrimination.
  - d. As with any investigation of workplace misconduct, all employees must fully cooperate and provide truthful information or risk disciplinary action, up to and including termination.
- 2) If the complaint contains evidence of possible criminal activity, the investigator shall notify and confer with the offices of the State's Attorney and the Sheriff.
  - 3) Where appropriate, the investigation shall include an inquiry into whether other employees are being harassed or discriminated against by the individual and whether other personnel participated in or encouraged the harassment or discrimination.
  - 4) A report shall be completed with a conclusion that the allegation(s) are founded or unfounded.
  - 5) If the allegation(s) are founded, the report shall include any recommended remedies or adjustments, including training, referral to counseling or EAP, and/or disciplinary action, up to and including termination. If it is determined disciplinary action is warranted, the appropriate procedure shall be followed.
  - 6) The complainant shall be informed, in writing, of the outcome of the investigation.

*(l) Consequences of a Violation of the Prohibition on Sexual Harassment*

In addition to any and all other discipline that may be applicable pursuant to County policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreement, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the County and any applicable fines and penalties established pursuant to local ordinance, state law or federal law. Each violation may constitute a separate offense. Any discipline imposed by the County shall be separate and distinct from any penalty imposed by an ethics commission and any fines or penalties imposed by a court of law or a State or federal agency.

*(m) False and frivolous complaints.*

- 1) Given the possibility of serious consequences for an individual accused of sexual or other forms of harassment or discrimination, employees who make complaints in bad faith or otherwise file false or frivolous charges may be guilty of severe gross misconduct and may be subject to disciplinary action, up to and including termination.
- 2) A false report is a report of sexual harassment made by an accuser using the sexual harassment report to accomplish some end other than stopping sexual harassment or retaliation for reporting sexual harassment. A false report is not a report made in good faith which cannot be proven. Given the seriousness of the consequences for the accused, a false or frivolous report is a severe offense that can itself result in disciplinary action. Any person who intentionally makes a false report alleging a violation of any provision of this policy shall be subject to discipline or discharge pursuant to applicable County policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreements.
- 3) In addition, any person who intentionally makes a false report alleging a violation of any provision of the State Officials and Employees Ethics Act to an ethics commission, an inspector general,

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the State Police, a State's Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor. An ethics commission may levy an administrative fine of up to \$5,000 against any person who intentionally makes a false, frivolous or bad faith allegation.

- (n) *Discipline/sanctions.* Disciplinary action will be taken against any employee found to have engaged in discrimination, sexual harassment or other forms of harassment prohibited under this policy.
- a. Violations of the discrimination/harassment policy are subject to disciplinary action, up to and including termination of employment. In some instances, a violation of this policy may also subject the employee to civil and/or criminal penalties, fines and other sanctions.
  - b. Where a hostile work environment has been found to exist, the County will take all reasonable steps to eliminate the conduct creating such an environment.

- (o) *Administrative contacts.*

While Winnebago County will strive to resolve any complaints of harassment or discrimination within the organization, the County acknowledges an employee's right to contact federal and state entities for purposes of discussing and, potentially, filing a formal complaint. Contact information for those state and federal agencies is set forth below:

Illinois Department of Human Rights  
(312) 814-6200 Chicago  
(866) 740-3953 TTY Chicago  
(217) 785-5100 Springfield  
(866) 740-3953 TTY Springfield

Illinois Human Rights Commission  
(312) 814-6269 Chicago  
(312) 814-4760 TTY Chicago  
(217) 785-4350 Springfield  
(217) 557-1500 TTY Springfield

Equal Employment Opportunity Commission  
(800) 669-4000 Chicago  
(312) 869-8001 TTY Chicago  
(844) 234-5122 ASL video

(Ord. No. 88-CO-34, § II(M), 6-23-88; Ord. No. 90-CO-13, 3-22-90; Ord. No. 2012-CO-003, 2-9-12; Ord. No. 2017-CO-057, 5-25-17)

**BE IT FURTHER ORDAINED**, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, that this Ordinance Amendment shall be effective immediately upon passage.

Sponsored by: Gary Jury, Chairman

COUNTY BOARD MEETING  
June 14, 2018

**BE IT FURTHER ORDAINED**, that the Winnebago County Clerk shall place a certified copy of this Ordinance Amendment upon its adoption in the records of office of the Winnebago County Clerk.

COUNTY BOARD MEETING  
June 14, 2018

Respectfully Submitted,

**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
GARY JURY, CHAIRMAN

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

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

\_\_\_\_\_  
ANGIE GORAL

\_\_\_\_\_  
ANGIE GORAL

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

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

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
ELI NICOLOSI

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ELI NICOLOSI

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DOROTHY REDD

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

The above and foregoing Ordinance was adopted by the County Board of the County  
of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

Sponsored by: Gary Jury, Chairman

COUNTY BOARD MEETING  
June 14, 2018

ATTESTED BY:

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**TIANA McCALL**

CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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**FRANK HANEY**

CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



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

Submitted by: Operations and Administrative Committee

2018 CR

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**AN ORDINANCE AMENDING SECTIONS OF CHAPTER 2, ARTICLE II,  
DIVISION 2 OF THE COUNTY CODE OF ORDINANCES  
(PRESENTATION OF BUDGET AMENDMENTS TO THE FINANCE  
COMMITTEE)**

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**WHEREAS**, Chapter 2 of the County Code of Ordinances, Article II, Division 2, Sec. 2-52, sets forth various criteria for Presentation of budget amendments to the finance committee and;

**WHEREAS**, the County wishes to amend Sections of Chapter 2, of the County Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Chapter 2, Article II, Sec. 2-52 of the County Code of Ordinances be amended as follows:

**Sec. 2-52. - Presentation of budget amendments to the finance committee.**

(a) Budget amendments shall be obtained before the procurement/employment processed is commenced.

(b) The process for presenting such a budget amendment shall be as follows:

(1) No later than ten business days prior to the meeting of the finance committee at which the budget amendment shall be considered, the department head/elected official shall submit the proposed budget amendment to the chief financial and budget officer (CFO). The CFO shall review the requested budget amendment and determine the financial impact of the budget amendment for accuracy to identify the source of funding for presentation to the finance committee.

(2) The CFO will then meet with the requesting department head/elected official to discuss potential revisions to the budget amendment (if applicable) and associated information prior to meeting with the finance committee.

(c) Line item transfers between object class level, which is the budgetary level of control over expenditures, may be approved by the county administrator and chief financial officer, provided that the total amount appropriated by the County Board for the respective department (org code).

**BE IT FURTHER ORDAINED**, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, that this Ordinance Amendment shall be effective immediately upon passage.

**BE IT FURTHER ORDAINED**, that the Winnebago County Clerk shall place a certified copy of this Ordinance Amendment upon its adoption in the records of office of the Winnebago County Clerk.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
GARY JURY, CHAIRMAN

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

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

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ANGIE GORAL

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ANGIE GORAL

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JOE HOFFMAN

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JOE HOFFMAN

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KEITH McDONALD

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DOROTHY REDD

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

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED BY:

\_\_\_\_\_  
**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**TIANA McCALL**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Gary Jury

COUNTY BOARD MEETING  
June 28, 2018

**R E S O L U T I O N**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Submitted by: Operations & Administrative Committee

2018-CR-

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**RESOLUTION TO RE-DIVIDE ELECTION PRECINCTS**

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**WHEREAS**, pursuant to the Illinois Election Code, 10 ILCS 5/11-2, if the number of votes cast at the general election held in November of any year in any undivided election precinct contains more than 800 voters, the County Board shall at its regular meeting in June, after such election, re-divide or readjust such election precinct, so that no election precinct shall contain more than 800 voters; and

**WHEREAS**, the number of votes cast at the general election held in Winnebago County, Illinois on November 8, 2016, was over 800 voters in the following five County election precincts: Harlem 11, Harlem 26, Rockton 5, Rockton 11 and Roscoe 1; and

**WHEREAS**, in June 2017, the Winnebago County Board did not re-divide said five County election precincts to have no more than 800 voters; and

**WHEREAS**, pursuant to 10 ILCS 5/11-2, if for any reason the County Board fails in any year to re-divide an election precinct, then the precincts as then existing shall continue until the next regular June meeting of the County Board, at which regular June meeting the County Board shall re-divide the election precincts; and

**WHEREAS**, pursuant to a Resolution approved by the Winnebago County Board on April 12, 2018, in court case Winnebago County Republican Central Committee, et al., v. County of Winnebago, et al., case number 2017 CH 752, said Resolution attached hereto as Exhibit A, Winnebago County election precinct Rockford 5 is to be re-divided to have no more than 800 registered voters; and

**WHEREAS**, it is in the best interests of the citizens of Winnebago County, Illinois, for the County Board to re-divide the election precincts as specified above.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the following election precincts shall be re-divided as provided below:

The election precinct currently designated as **Harlem Township Precinct 11** shall be split creating three (3) single election precincts designated as **Harlem Township Precinct 7**, **Harlem Township Precinct 9** and **Harlem Township Precinct 11**. The new election precincts will consist of all property within the following metes and bounds descriptions:

#### **Harlem Township Precinct 7**

Part of Section 31 in Township 45 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Harlem Road and the centerline of Elm Avenue; thence South on the centerline of Elm Avenue to the centerline of Drexel Boulevard; thence West along said centerline to the centerline of State Highway 251 (North Second Street); thence Northeasterly along said centerline to the centerline of Harlem Road; thence East along said centerline to the Point of Beginning.

#### **Harlem Township Precinct 9**

Part of Section 30 in Township 45 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Harlem Road and the centerline of State Highway 251 (North Second Street); thence Northeasterly on said centerline of State Highway 251 (North Second Street) to the centerline of Roosevelt Road; thence East along said centerline to the centerline of Scott Lane; thence Southerly along said centerline to the centerline of Bunting Drive; thence West along said centerline to the centerline of Eddington Drive; thence South along said centerline to the centerline of Juniper Lane; thence East on said centerline to the centerline of Scott Lane; thence South along said centerline to the centerline of Harlem Road; thence West along said centerline to the Point of Beginning.

#### **Harlem Township Precinct 11**

Part of Sections 29 and 30 in Township 45 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Harlem Road and the centerline of Scott Lane; thence North on said centerline of Scott Lane to the centerline of Juniper Lane; thence West along said centerline to the centerline of Eddington Drive; thence North along said centerline to the centerline of Bunting Drive; thence Easterly along said centerline to the centerline of Scott Lane; thence Northerly along said centerline to the centerline of Roosevelt Road; thence East along said centerline to the centerline of Alpine Road; thence Southerly along said centerline to the centerline of Harlem Road; thence West along said centerline to the Point of Beginning.

The election precinct currently designated as **Harlem Township Precinct 26** shall be split

creating two (2) single election precincts designated as **Harlem Township Precinct 26 and Harlem Township Precinct 27**. The new election precincts will consist of all property within the following metes and bounds descriptions:

#### **Harlem Township Precinct 26**

Part of Sections 33 and 34 in Township 45 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded as described and follows, to wit: Beginning at the intersection of the centerline of Harlem Road and the centerline of Coachlite Trail; thence Southerly along said centerline of Coachlite Trail to the centerline of Lanterne Drive; thence East along said centerline to the West line extended North of Lot 92 Oak Crest Plat Number 2; thence South along said extension and along said Lot to the Southwest corner of said Lot; thence East along South line said Lot to the West line of Pine Meadow Subdivision; thence South along said West line and extended southerly to the centerline of Nimtz Road; thence Southwesterly along said centerline to the centerline of Perryville Road; thence Northwesterly and Westerly along said centerline to the centerline of Beechwood Drive; thence Northeasterly along said centerline to the West line extended south of Lot 100 Birkenshaw Plat No. 5 thence North along said extension and along West line said Lot to the North line said Lot; thence West to the West line of Birkenshaw Plat No. 1; thence North along said West line to the centerline of Harlem Road; thence Easterly along said centerline to the Point of Beginning.

#### **Harlem Township Precinct 27**

Part of Section 34 in Township 45 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Harlem Road and the centerline of McFarland Road; thence South along said centerline of McFarland Road to the South line of said Section; thence West along said South line to the centerline of Perryville Road; thence Northwesterly along said centerline to the centerline of Nimtz Road; thence Northeasterly along said centerline to the West line extended south of Pine Meadow Subdivision; thence North along said extension and along said West line to the North line said Subdivision; thence West to the Southwest corner of Lot 92 Oak Crest Plat 2; thence North along West line said Lot to centerline Lanterne Drive; thence West along said centerline to centerline of Coachlite Trail; thence Northerly along said centerline to the centerline of Harlem Road; thence East along said centerline to the Point of Beginning.

The election precinct currently designated as **Rockford Township Precinct 5** shall be split creating two (2) single election precincts designated as **Rockford Township Precinct 5 and Rockford Township Precinct 33**. The new election precincts will consist of all property within the following metes and bounds descriptions:

### **Rockford Township Precinct 5**

Part of Section 21 in Township 44 North, Range 2 East of the 3rd Principle Meridian, bounded and described as follows, to wit: Beginning at the Southeast corner of Lot 3 Guilford Country Club Estates No. 6; thence West to the West line of said Section 21; thence North along West line said Section to the centerline of Guilford Road; thence Easterly along said centerline to centerline Mayfield Court; thence Southerly along said centerline to the centerline of Knollwood Road; thence Southeasterly along said centerline to the centerline of Brae Burn Lane; thence Southerly along said centerline to the centerline of Hoylake Drive; thence West along said centerline to the centerline of Pine Valley Drive; thence South along said centerline to the centerline of Inverness Drive; thence East along said centerline to a point Northwest of the Northeast corner said Lot 3 Guilford Country Club Estates No 6; thence Southeasterly along said extension and along East line said Lot to the Point of Beginning. EXCEPTING the East 100 feet of the West 340 feet of the North 200 feet of said Section 21. ALSO EXCEPTING Lot 170 Guilford Country Club Estates.

### **Rockford Township Precinct 33**

Part of Sections 1, 2, 11, 13, 14, 16 and 21 and All of Section 12 all in Township 44 North, Range 2 East of the 3rd Principle Meridian, bounded and described as follows, to wit: Beginning at the Northeast corner of said Section 1, thence South along the East lines of said Sections 1, 12 and 13 to the South line of said Section 13; thence West along said South line to the East line of Rosecrance Meadows Subdivision; thence North along said East line to a point 512.82 feet South of the North line of Rote Road; thence West 453.75; thence North to the North line said Rote Road; thence West along said North line to the West line of Lyford Road; thence South along said West line 198 feet; thence East 280.50 feet; thence South 353.86 feet; thence West 278 feet to the said West line of Lyford Road; thence Southerly along said West line to the Northwest corner of Woodhaven No. 2 extended Westerly; thence East along said extension to the Northwest corner Lot 1 said Subdivision; thence South approximately 752.03 feet; thence West to the centerline said Lyford Road; thence North along said centerline to a point 700 feet North of the South line said Section 14; thence West along said North line to the East line of I-90; thence North along said East line to a point 50.01 feet North of the North line of the Southeast Quarter of the Northeast Quarter of said Section 14; thence East along said line being 50.01 feet North of said Quarter Quarter Section to the East line of Lyford Road; thence North along said East line 633.81 feet; thence West to the East line of I-90; thence North along said East line to the North line extended Easterly of Canis Major Subdivision; thence West along said extension and along said North line to the West line Bell School Road;

thence South along said West line to the North line of Spring Creek Road; thence West along said North line to the West line of the Southeast Quarter of the Southwest Quarter said Section 11; thence North along said West line and along the West line of the Northeast Quarter of the Southwest Quarter to a point 643.00 feet South of the South line Olde Creek Road; thence East 330 feet; thence North to the North line Olde Creek Road; thence West along said North line 330 feet; thence South to the Northeast corner Lot 21 Perry Creek Centre Plat No. 4; thence West along North line said Lot to the Southeast corner Lot 16 Perry Creek Centre; thence North along East line said Lot to the South line Old Creek Road; thence Northeasterly to the Southeast corner Lot 8 Puri-Howard Subdivision; thence Northeasterly to the East line said Lot; thence South to a point 435.77 feet North of the centerline Olde Creek Road; thence East 300 feet; thence South to the South line Olde Creek Road; thence East to the Southwesterly corner of Browns Creek Plat No. 2; thence North to the Northwesterly corner of Browns Creek Plat No. 1; thence Northeasterly along the North line said Subdivision and along the North line of Browns Creek Plat No. 3 extended East to the East line of I-90; thence North to the centerline of Spring Brook Road; thence East along said centerline to the Southeast corner of Dorn Subdivision; thence North 545 feet; thence East 347.32 feet; thence South to the centerline of Spring Brook Road; thence East along said centerline to a point 235.09 feet West of the centerline of Paulson Road; thence North to the centerline of Riverside Boulevard, thence West along said centerline to the centerline of I-90; thence North along said centerline to the North line of said Section 2; thence East along said North line and along North line said Section 1 to the Point of Beginning.

EXCEPTING Lot 1 of Browns Creek Plat No. 1; ALSO EXCEPTING Lots 53 and 54 of Browns Creek Plat No. 3.

ALSO:

Part of the South Half of said Section 16 and Part of the North Half of said Section 21, Beginning at the Northeast corner Lot 23 Woodcroft Plat 2; thence South to the Northwest corner of Lot 21 Woodcroft Plat 2; thence East to the Northeast corner of Lot 18 said Subdivision; thence South to the Southwest corner of Lot 1 Catalano Subdivision; thence East to the West line of Coachman Drive; thence South to the centerline of Guilford Road; thence South to the Southwest corner of Woodridge Subdivision; thence East along the South line said Subdivision to the Southwest corner Lot 11 said Subdivision; thence North along the West line said Lot to the South line Guilford Road; thence East along said South line to the West line Mulford Road; thence South along said West line to the Southeast corner Lot 3 Mulford Height-Little Farms, Martin Hawkinson; thence West along South line said Lot to the West line of Donna Drive; thence South along said West line to the most Southerly point of Lot 2 Guilford Country Club Estates Plat No. 6; thence Northwest along the Southerly line of said



Lot and its extension to the centerline of Inverness Drive; thence West along said centerline to the centerline of Pine Valley Drive; thence North along said centerline to the centerline of Hoylake Drive; thence East along said centerline to the centerline of Brae Burn Lane; thence North along said centerline to the centerline of Knollwood Road; thence Northwesterly along said centerline to the centerline of Mayfield Court; thence Northerly along said centerline to the South line of Guilford Road; thence West along said centerline to the East line of Skandia Hills Plat 1; thence North along said East line to the Southwest corner Skandia Hills Plat 3; thence East along the South line said Subdivision to the Southeast corner said Subdivision; thence North along East line said Subdivision to the Northeast corner Lot 14 said Subdivision; thence Easterly to the East line of Madron Road; thence North along said East line to the North line of said Southwest Quarter Section 16; thence East along said North line to the Point of Beginning.

EXCEPTING Martin Hawkinson Cos Mulford Height Little Farms No 2; ALSO EXCEPTING Bickford House Subdivision; ALSO EXCEPTING Fanara Subdivision; ALSO EXCEPTING Guilford Country Club Estates Plat No. 7.

The election precinct currently designated as **Rockton Township Precinct 2** shall be split creating a single election precinct designated as **Rockton Township Precinct 2** and part of a single election precinct designated as **Rockton Township Precinct 13**. The new election precincts will consist of all property within the following metes and bounds descriptions:

#### **Rockton Township Precinct 2**

Part of Sections 14, 23, 24, 25, 30 and 36 and All of Sections 3, 4, 5, 8, 9, 10, 15, 16, 17, 20, 21, 22, 26, 27, 28, 29, 31, 32, 33, 34 and 35 in Township 46 North, Range 1 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the Northwest corner of said Section 5; thence East along the North line of said Section 5, 4 and 3 to the Northeast corner of said Section 3; thence South along the East line of said Section 3, 10 and 15 to the centerline of Rockton Road; thence Southeasterly along said centerline to the centerline of Union Street; thence East along said centerline to the centerline of Green Street; thence South along said centerline to the centerline of Chapel Street; thence West along said centerline to the East line of said Section 23; thence South along said Section to the North line of Unit 2 Timber Ridge Condo; thence West to the Northwest corner of Forest View Condominium Lot 27 Stephen Mack Woods; thence South to the Southwest corner Stephen Mack Woods Lot 25; thence East along South line said Lot and along South line Lot 22 Trading Post Court Condos to the Northwest corner of Lot 13 Stephen Mack Woods; thence South along West line said Subdivision and along West line G M Subdivision to the centerline of Blackhawk Boulevard;

thence South along the centerline of Wagon Wheel Road to the centerline of State Highway 2; thence South to the centerline of Main Street; thence continuing Southerly to the centerline of Roscoe Road; thence West along said centerline to the centerline of Meridian Road; thence North along said centerline to the centerline of Pecatonica River; thence Easterly along said centerline to the West line said Section 29; thence North along said West line and along the West lines said Sections 20, 17, 8 and 5 to the Point of Beginning.

### **Rockton Township Precinct 13**

Part of Sections 23 and 24 in Township 46 North, Range 1 and Part of Section 19 in Township 46 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the Southeast corner Lot 22 Stephen Mack Woods Subdivision; thence Westerly along South line said Lot and along South line Lot 25 said Subdivision to the Southwest corner said Lot; thence North along West line said Lot and along West line Lot 26 said Subdivision and along west line Forest View Condo, Lot 27 said Subdivision to the South line of the Rock River; thence East along said South line to the East line said Section 23; thence North along said East line to the centerline of Chapel Street; thence East along said centerline to the centerline of Green Street; thence North along said centerline to the centerline of Union Street; thence East along said centerline to the centerline of State Highway 2; thence South along said centerline to the centerline of Main Street; thence Southeasterly on said centerline to the centerline of Hononegah Road; thence continuing Southeasterly along said centerline to the South line said Section 19; thence West along said South line and along South line said Section 24 to the centerline of State Highway 2; thence Northeasterly along said centerline to the centerline of Old River Road; thence Northwesterly along said centerline to the centerline of Westport Drive; thence Southerly along said centerline to the centerline of Countryside Drive; thence Westerly along said centerline to the centerline of Williamson Parkway; thence Northwesterly along said centerline to the centerline of Blackhawk Boulevard; thence Southwesterly along said centerline to the centerline of Wagon Wheel Road; thence North to the Point of Beginning.

The election precinct currently designated as **Rockton Township Precinct 5** shall be split creating a single election precinct designated as **Rockton Township Precinct 5** and parts of two (2) single election precincts designated as **Rockton Township Precinct 12 and Rockton Township Precinct 13**. The new election precincts will consist of all property within the following metes and bounds descriptions:

### **Rockton Township Precinct 5**

Part of Section 31 in Township 46 North, Range 2 East of the 3<sup>rd</sup> Principle

Meridian, bounded as described and follows, to wit: Beginning at the Northeast corner of said Section 31; thence South along the East line of said Section to the Southeast corner of said Section also being the centerline of Roscoe Road; thence West on said centerline to the centerline of Sprague Road; thence North along said centerline to the centerline of Purple Sage Drive extended West; thence Northeasterly along said extension to the centerline of Linden Blossom Lane; thence Northerly along said centerline to the centerline of Applemint Lane; thence continuing North along said centerline to the North line extended East of Lot 559 Chicory Ridge Plat Number 16; thence West along said extension and along said North line to the centerline of Sprague Road; thence North along said centerline to the North line of said Section 31; thence East along said North line to the Point of Beginning.

### **Rockton Township Precinct 12**

Part of Sections 25 and 36, in Township 46 North, Range 1 and Part of Section 31 and All of Section 30 both in Township 46 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Wagon Wheel Road and the centerline of centerline of State Highway 2; thence Northeasterly along said centerline of State Highway 2 to the North line said Section 25; thence East along North line said Section and along the North line said Section 30 to the Northeast corner said Section; thence South along East line said Section to the Southeast corner said Section; thence West along South line said Section to the centerline of Sprague Road; thence South along said centerline to the North line Lot 559 extended westerly Chicory Ridge No. 16; thence East along said extension and along North line said Lot to the centerline Applemint Lane; thence South along said centerline to the centerline of Purple Sage Drive; thence Southwesterly along the extension of said centerline to the centerline of Sprague Drive; thence South along said centerline to the centerline of Roscoe Road; thence West along said centerline to the centerline of Main Street; thence Northerly along said centerline to the centerline of State Highway 2; thence continuing Northerly on said centerline to the Point of Beginning.

### **Rockton Township Precinct 13**

Part of Sections 23 and 24 in Township 46 North, Range 1 and Part of Section 19 in Township 46 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the Southeast corner Lot 22 Stephen Mack Woods Subdivision; thence Westerly along South line said Lot and along South line Lot 25 said Subdivision to the Southwest corner said Lot; thence North along West line said Lot and along West line Lot 26 said Subdivision and along west line Forest View Condo, Lot 27 said Subdivision to the South line of the

Rock River; thence East along said South line to the East line said Section 23; thence North along said East line to the centerline of Chapel Street; thence East along said centerline to the centerline of Green Street; thence North along said centerline to the centerline of Union Street; thence East along said centerline to the centerline of State Highway 2; thence South along said centerline to the centerline of Main Street; thence Southeasterly on said centerline to the centerline of Hononegah Road; thence continuing Southeasterly along said centerline to the South line said Section 19; thence West along said South line and along South line said Section 24 to the centerline of State Highway 2; thence Northeasterly along said centerline to the centerline of Old River Road; thence Northwesterly along said centerline to the centerline of Westport Drive; thence Southerly along said centerline to the centerline of Countryside Drive; thence Westerly along said centerline to the centerline of Williamson Parkway; thence Northwesterly along said centerline to the centerline of Blackhawk Boulevard; thence Southwesterly along said centerline to the centerline of Wagon Wheel Road; thence North to the Point of Beginning.

The election precinct currently designated as **Rockton Township Precinct 11** shall be split creating a single election precinct designated as **Rockton Township Precinct 11** and parts of two (2) single election precincts designated as **Rockton Township Precinct 12 and Rockton Township Precinct 13**. The new election precincts will consist of all property within the following metes and bounds descriptions:

#### **Rockton Township Precinct 11**

Part of Sections 24 and 25 in Township 46 North, Range 1 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Wagon Wheel Road and the centerline of centerline of State Highway 2; thence Northerly along said centerline of Wagon Wheel Road to the centerline of Blackhawk Boulevard; thence East along said centerline to the centerline of Williamson Parkway; thence Southerly along said centerline to the centerline of Countryside Drive; thence Easterly along said centerline to the centerline of Westport Drive; thence Northerly along said centerline to the centerline of Old River Road; thence Southeasterly along said centerline to the centerline of State Highway 2; thence Southwesterly along said centerline to the Point of Beginning.

#### **Rockton Township Precinct 12**

Part of Sections 25 and 36, in Township 46 North, Range 1 and Part of Section 31 and All of Section 30 both in Township 46 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Wagon Wheel Road and the centerline of centerline of State Highway 2; thence Northeasterly along

said centerline of State Highway 2 to the North line said Section 25; thence East along North line said Section and along the North line said Section 30 to the Northeast corner said Section; thence South along East line said Section to the Southeast corner said Section; thence West along South line said Section to the centerline of Sprague Road; thence South along said centerline to the North line Lot 559 extended westerly Chicory Ridge No. 16; thence East along said extension and along North line said Lot to the centerline Applemint Lane; thence South along said centerline to the centerline of Purple Sage Drive; thence Southwesterly along the extension of said centerline to the centerline of Sprague Drive; thence South along said centerline to the centerline of Roscoe Road; thence West along said centerline to the centerline of Main Street; thence Northerly along said centerline to the centerline of State Highway 2; thence continuing Northerly on said centerline to the Point of Beginning.

### **Rockton Township Precinct 13**

Part of Sections 23 and 24 in Township 46 North, Range 1 and Part of Section 19 in Township 46 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the Southeast corner Lot 22 Stephen Mack Woods Subdivision; thence Westerly along South line said Lot and along South line Lot 25 said Subdivision to the Southwest corner said Lot; thence North along West line said Lot and along West line Lot 26 said Subdivision and along west line Forest View Condo, Lot 27 said Subdivision to the South line of the Rock River; thence East along said South line to the East line said Section 23; thence North along said East line to the centerline of Chapel Street; thence East along said centerline to the centerline of Green Street; thence North along said centerline to the centerline of Union Street; thence East along said centerline to the centerline of State Highway 2; thence South along said centerline to the centerline of Main Street; thence Southeasterly on said centerline to the centerline of Hononegah Road; thence continuing Southeasterly along said centerline to the South line said Section 19; thence West along said South line and along South line said Section 24 to the centerline of State Highway 2; thence Northeasterly along said centerline to the centerline of Old River Road; thence Northwesterly along said centerline to the centerline of Westport Drive; thence Southerly along said centerline to the centerline of Countryside Drive; thence Westerly along said centerline to the centerline of Williamson Parkway; thence Northwesterly along said centerline to the centerline of Blackhawk Boulevard; thence Southwesterly along said centerline to the centerline of Wagon Wheel Road; thence North to the Point of Beginning.

The election precinct currently designated as **Roscoe Township Precinct 1** shall be split creating two (2) single election precincts designated as **Roscoe Township Precinct 1**, and **Roscoe Township Precinct 13**. The new election precincts will consist of all

property within the following metes and bounds descriptions:

### **Roscoe Township Precinct 1**

Part of Sections 6 and 7 in Township 45 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the centerline of Gleasman Road and the Northeast corner of said Section 7; thence South along the East line said Section to the Southerly line of Roscoe Township; thence westerly, southerly and northerly along said Township line to the centerline of Old River Road; thence North along said centerline to the centerline of Roscoe Road; thence East along said centerline to the centerline of Leana Drive; thence Southerly along said centerline to the North line extended Westerly of Lot 76 Crystal Hills No 2; thence Easterly along said extension and along said North line Lot 76 and along the Northerly lines of Lots 77, 78, 79, 80, 81, 82, 83, 84 said Subdivision and along the Northerly line of Lot 21 Crystal Hills No 1 and its extension to the centerline of Lismore Road; thence Southerly along said centerline to the North line of the Southeast Quarter of said Section 6; thence East along said North line to the East line said Section; thence South along said East line to the Point of Beginning.

### **Roscoe Township Precinct 13**

Part of Sections 4, 5, 6 and 8 in Township 45 North, Range 2 East of the 3<sup>rd</sup> Principle Meridian, bounded and described as follows, to wit: Beginning at the intersection of the Northwest corner of said Section 5 and the centerline of Roscoe Road; thence East along said centerline of Roscoe Road to the centerline of the Rock River; thence Southerly and Westerly along said centerline to the West line of said Section 8; thence North along said West line and along the West line of said Section 5 to the Southeast corner of the Northeast Quarter said Section 6; thence West along South line said Quarter Section to the centerline of Lismore Road; thence Northwesterly along said centerline to the North line extended east of Lot 21 Crystal Hills No. 1; thence West along said extension and along the North line said Lot 21 and along the North line of Lots 84, 83, 82, 81, 80, 79, 78, 77 and 76 Crystal Hills No. 2 to the Northwest corner said Lot 76; thence West to the centerline of Leana Drive; thence North along said centerline to the centerline of Roscoe Road; thence East along said centerline to the Point of Beginning.

**BE IT FURTHER RESOLVED**, that the County Clerk shall publish and post notice of in the changes in election precincts.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby directed to prepare and deliver a certified copy of the Resolution to the State Board of Elections.

Respectfully submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
GARY JURY, CHAIRMAN

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

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JEAN CROSBY

\_\_\_\_\_  
ANGIE GORAL

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ANGIE GORAL

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JOE HOFFMAN

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JOE HOFFMAN

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KEITH McDONALD

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KEITH McDONALD

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ELI NICOLOSI

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ELI NICOLOSI

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

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

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED BY:

\_\_\_\_\_  
**TIANA McCALL**

CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**FRANK HANEY**

CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



STATE OF ILLINOIS, }  
COUNTY OF WINNEBAGO } ss.

I, **TIANA J. MCCALL**, County Clerk in and for said County, in the State  
aforesaid, do hereby certify that I have compared the foregoing attached copy of:

RESOLUTION AUTHORIZING THE SETTLEMENT OF PENDING  
LITIGATION

*With the original document which is on file in my office; and found it to be a true, perfect and  
complete copy of the original document*

*IN TESTIMONY WHEREOF, I have hereunto set my  
hand and affixed the seal of said County, at my office in  
the City of Rockford, in said County,*

this 13<sup>TH</sup> DAY OF APRIL, 2018.

Tiana J. McCall, Winnebago County Clerk

BY:  Deputy County Clerk





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

Submitted by: Finance Committee

Sponsored by: Ted Biondo

2018 CR 043

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**RESOLUTION AUTHORIZING THE SETTLEMENT  
OF PENDING LITIGATION**

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**WHEREAS,** Winnebago County Republican Central Committee, et al., v. County of Winnebago, et al., Case number 2017 CH 752, is an action pending before in the Circuit Court of the 17<sup>th</sup> Judicial Circuit, County of Winnebago, State of Illinois; and

**WHEREAS,** the subject matter of the aforementioned lawsuit is the number of voters in Winnebago County election precincts; and

**WHEREAS,** the Court has dismissed plaintiffs Winnebago County Republican Central Committee and Robert Shumway from said lawsuit due to lack of standing; and

**WHEREAS,** Jennifer Ray, the only remaining plaintiff in said lawsuit, resides in Winnebago County election precinct Rockford 5; and

**WHEREAS,** the Winnebago County Clerk's Office can re-divide election precinct Rockford 5, to no more than 800 registered voters, without adding one precinct to the current total of 93 Winnebago County election precincts; and

**WHEREAS,** the Finance Committee, after having reviewed the facts and circumstances of the aforementioned case and after having conferred with the Winnebago County State's Attorney, through his assistants, has determined it is in the best interests of the citizens of Winnebago County to settle this case by re-dividing the precinct in which plaintiff Jennifer Ray resides, Winnebago County election precinct Rockford 5, to no more than 800 registered voters.

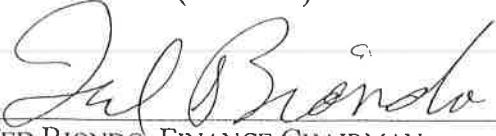
**NOW, THEREFORE, BE IT RESOLVED,** by the County Board of the County of Winnebago, Illinois, that the Winnebago County State's Attorney is hereby authorized to settle the aforementioned lawsuit by re-dividing Winnebago County election precinct Rockford 5, so Winnebago County election precinct Rockford 5 has no more than 800 registered voters and that the Chairman of the County Board of the County of Winnebago is authorized to present a certified copy of this resolution to the Court and the Plaintiff in Case 2017 CH 752.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its adoption.

Respectfully Submitted,  
FINANCE COMMITTEE

(AGREE)

(DISAGREE)

  
TED BIONDO, FINANCE CHAIRMAN

\_\_\_\_\_  
TED BIONDO, FINANCE CHAIRMAN

  
GARY JURY

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GARY JURY

  
JOE HOFFMAN

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

  
BURT GERL


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BURT GERL

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DAVE BOOMER

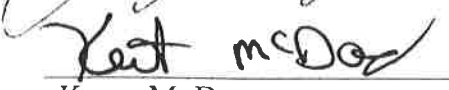
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DAVE BOOMER

\_\_\_\_\_  
STEVE SCHULTZ

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STEVE SCHULTZ

  
JAIME SALGADO


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JAIME SALGADO

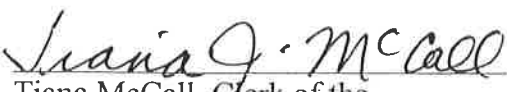
  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this 12TH day of APRIL, 2018.

ATTEST:

  
\_\_\_\_\_  
Frank Haney, Chairman of the  
County Board of the  
County of Winnebago, Illinois

  
Tiana McCall, Clerk of the  
County Board of the  
County of Winnebago, Illinois

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

Submitted by: Operations and Administrative Committee

2018 CR

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**AN ORDINANCE CREATING SECTIONS OF CHAPTER 2, ARTICLE III,  
DIVISION 5 (OPERATIONS OFFICER)  
OF THE COUNTY CODE OF ORDINANCES**

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**WHEREAS**, the County wishes to create Division 5, Sections 2-149 through 2-152 of Chapter 2, Article III of the County Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Chapter 2, Article III, Division 5 of the County Code of Ordinances be created as follows:

**Sec. 2-149 - Establishment.**

The office of operations officer is hereby established.

**Sec. 2-150 - Qualifications.**

The operations officer shall have, at a minimum, a bachelor's degree from an accredited college or university in public administration, public policy, business administration, political science or related field and five years of progressive experience in a leadership role, with public sector experience preferred. An operations officer who meets the above criteria may be exempted from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

**Sec. 2-151 - Appointment/dismissal.**

The operations officer shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

**Sec. 2-152- Duties.**

**Under the supervision of the County Administrator, the operations officer will perform the following duties:**

- (a) Provide assistance to the County Administrator with a variety of administrative, fiscal, policy, and operational matters; oversees special projects; performs research; prepares reports and presents to the County Board as needed; compiles and analyzes administrative and fiscal data; monitors programs and daily department operations as assigned by the County Administrator.
- (b) Responsible for facilities management and planning for the entire county and oversees the Building Maintenance department;
- (c) Advises the County Administrator on a variety of County issues as assigned; makes recommendations regarding policy changes; researches issues, complaints, and problems; provides recommendations regarding solutions and courses of action; implements determined course of action.
- (d) Provides County Administrator and department heads with technical information, status reports, and policy recommendations related to programs and operations.
- (e) Oversees county departments as assigned by the County Administrator.
- (f) Provides planning, coordination, implementation and administration of assigned programs and special projects; analyzes, researches and monitors performance; implements improvements and prepares reports of findings.
- (g) Assists the County Administrator with developing policy and strategy related to the County's risk management program and self-funded insurance programs; assists in the development and implementation of policies and guidelines to protect the County and its property from loss, damage, liability, and other risks; investigates claims and directly participates in the resolution of claims against the County.
- (h) Communicates and interfaces with a variety of groups and individuals including the department heads, County employees, service providers, state agencies, regulatory agencies, media and the general public to coordinate work activities, resolve problems, and exchange information; represents County Administration at department, committee, external agency or service partner meetings as assigned.
- (i) Support efforts to continually improve business practices and processes to efficiently utilize County-wide resources; articulate changes in organizational and business priorities to staff in ways which encourages action and support.
- (j) Assists the County Administrator with the development, implementation and monitoring of County strategic goals, objectives, and priorities.
- (k) Serves as the Meaningful Access Coordinator for the County, designated to promote equal access and full participation under Title VI Civil Rights and Title II Americans with Disabilities Act (ADA).
- (l) Assists the County Administrator in the development, management and implementation of the capital improvement plan.
- (m) May perform functions of the County Administrator in absence of same.
- (n) Other duties as assigned by the County Administrator.

**BE IT FURTHER ORDAINED**, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, that this Ordinance shall be effective immediately upon passage.

**BE IT FURTHER ORDAINED**, that the Winnebago County Clerk shall place a certified copy of this Ordinance Amendment upon its adoption in the records of office of the Winnebago County Clerk.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

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GARY JURY, CHAIRMAN

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GARY JURY, CHAIRMAN

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JEAN CROSBY

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JEAN CROSBY

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ANGIE GORAL

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ANGIE GORAL

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JOE HOFFMAN

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JOE HOFFMAN

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KEITH McDONALD

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KEITH McDONALD

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ELI NICOLOSI

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ELI NICOLOSI

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DOROTHY REDD

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DOROTHY REDD

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED BY:

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**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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**TIANA McCALL**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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

Submitted by: Operations and Administrative Committee

2018 CR

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**AN ORDINANCE CREATING SECTIONS OF CHAPTER 2, ARTICLE III,  
DIVISION 6 (CHIEF STRATEGIC INITIATIVES OFFICER)  
OF THE COUNTY CODE OF ORDINANCES**

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**WHEREAS**, the County wishes to create Division 6, Sections 2-153 through 2-155 of Chapter 2, Article III of the County Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Chapter 2, Article III, Division 5 of the County Code of Ordinances be created as follows:

**Sec. 2-153 - Establishment.**

The office of chief strategic initiatives officer is hereby established.

**Sec. 2-154 - Qualifications.**

The chief strategic initiatives officer shall have, at a minimum, a bachelor's degree from an accredited college or university in public administration, business administration, or related field and ten years of progressive experience in a leadership role, with public sector experience preferred. A chief strategic initiatives officer who meets the above criteria may be exempted from the residency requirement set forth in [section 62-5](#) of the County Code of Ordinances.

**Sec. 2-155 - Appointment/dismissal and duties.**

The chief strategic initiatives officer shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

**Under the supervision of the County Administrator, the chief strategic initiatives officer will perform the following duties:**

- (a) Coordinates the Board Office strategic planning and reporting process.
  - (1) Supports the connectivity between strategic and operational planning.
  - (2) Facilitates monitoring reports to publicly demonstrate operational progress toward achieving the strategic priorities.
  - (3) Prepares, with input from Department Heads, quarterly transparency reports that are aligned to the strategic and operational plans.
- (b) Implements internal and external communication strategies to engage with stakeholders to ensure public access to information, as well as to enhance knowledge of and support for the County.
  - (1) Develops and promotes the County's brand as in appearance and perception.
  - (2) Serves as the Administration's Freedom of Information Act Officer (FOIA), responsible for coordinating the Administration's central FOIA record, ensuring timely responses, and providing support for escalated requests as necessary.
  - (3) Serves as the Administration's Public Information Officer as part of the regional Winnebago County Public Information Officer's all-hazards emergency response partners committee; responsible for providing a coordinated and standardized communications response in case of large-scale disaster.
- (c) Maintains a comprehensive policy management process to ensure policy maintenance, stakeholder access, and consistency.
- (d) Collaboratively develops, assesses, and leads strategic initiatives at all levels of the organization to ensure alignment with organizational standards and objectives.
  - (1) Includes special project management as directed by the County Administrator; may be short- or long-term in nature, requiring ongoing collaboration with applicable Department Head.
  - (2) Promotes decision-making to support cultural development, employee engagement, and long-term organizational sustainability.
- (e) Coordinates the County's engagement in legislative affairs directly affecting the County.
  - (1) Monitors and swiftly responds to legislative activity to support or oppose legislation relative to the County's legislative agenda.
  - (2) Works collaboratively with staff and elected officials to articulate the impact of legislative mandates and/or administrative rules on the County.
- (f) Other duties as assigned or required by the County Administrator.

**BE IT FURTHER ORDAINED**, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, that this Ordinance shall be effective immediately upon passage.



**BE IT FURTHER ORDAINED**, that the Winnebago County Clerk shall place a certified copy of this Ordinance Amendment upon its adoption in the records of office of the Winnebago County Clerk.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
GARY JURY, CHAIRMAN

\_\_\_\_\_  
GARY JURY, CHAIRMAN

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JEAN CROSBY

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JEAN CROSBY

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ANGIE GORAL

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ANGIE GORAL

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JOE HOFFMAN

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JOE HOFFMAN

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KEITH McDONALD

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KEITH McDONALD

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ELI NICOLOSI

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ELI NICOLOSI

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DOROTHY REDD

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The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

Sponsored by: Gary Jury, Chairman

COUNTY BOARD MEETING  
June 14, 2018

ATTESTED BY:

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**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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**TIANA McCALL**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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

Submitted by: Operations and Administrative Committee

2018 CR

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**AN ORDINANCE AMENDING SECTIONS OF**  
**CHAPTER 2 OF THE COUNTY CODE OF**  
**ORDINANCES**

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**WHEREAS**, Chapter 2 of the County Code of Ordinances, Articles II-IV sets forth various criteria for members of the County Administration;;

**WHEREAS**, the County wishes to amend Sections of Chapter 2, of the County Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Chapter 2, Articles II-IV of the County Code of Ordinances be amended as follows:

**ARTICLE II. - COUNTY BOARD**

**DIVISION 1. - GENERALLY**

**Sec. 2-31. - District boundaries.**

The county board district boundaries shall be as established by the county board from time to time.

(Code 1964, § 2-63)

**Sec. 2-32. - Salary of board members.**

The members of the county board shall be paid a salary per annum, in such amount as established by the county board from time to time, payable monthly after service.

(Code 1964, § 2-65)

**Sec. 2-33. - Notice of board and board committee meetings; minutes of board and board committee meetings.**

- a) The clerk of the county board shall post a public notice of each committee meeting of the county board on the bulletin board at the entrance to the county clerk's office not less than 48 hours prior to the time of each such meeting; stating thereon the time, date and place of such meeting along with an agenda for each regular meeting.
- b) The county clerk shall further supply a copy of such notice to each member of the committee and to any news medium that has filed an annual request for such notice, by mail, not less than 48 hours prior to such meeting.
- c) The clerk shall post a general public notice upon the bulletin board at the entry to the county clerk's office, designating the time, date and place of the annual and regular meetings of the board, and the adjourned meetings of such board.
- d) Notice of all meetings of the county board and its committees shall be given by the county clerk of such board, in full compliance with the terms and provisions of the Open Meetings Act, 5 ILCS 120/1 et seq., as amended.
- e) The clerk of the county board is hereby authorized and directed to deliver written notice of each meeting to the county board and its standing and special committees to the following named elected county officials:
  - 1) Clerk of the circuit court.
  - 2) County auditor.
  - 3) County clerk.
  - 4) County coroner.
  - 5) County sheriff.
  - 6) Treasurer.
  - 7) Recorder of deeds.
  - 8) State's attorney.
  - 9) Regional superintendent of schools.
- f) Written minutes of each regular and special meeting of the board and its committees shall be maintained in accordance with the provisions of the Open Meetings Act, 5 ILCS 120/1 et seq., as amended. Tape recordings of board and committee meetings are made for the sole purpose of aiding in the preparation of the written minutes and are not official minutes of those meetings.  
(Code 1964, § 2-6.1; Ord. No. 95-CO-10, 2-23-95)

**Sec. 2-34. - Meetings of county board; committees; commissions; official divisions not to be held in places having discriminatory admission policies.**

All meetings of the county board, its committees, commissions or other official divisions, shall be held only in those places and facilities where the policy of admission and/or membership is not based on race, creed or national origin.

(Code 1964, § 2-6.2)

**Sec. 2-35. - Adoption of the rules of order and procedure.**

At the first meeting of the board held in the month of December in the even-numbered years, the board may adopt, amend, or rescind the rules of order and procedure or the organizational structure of the county board. Amendments of the rules of order and procedure or of the organizational structure of the county board may be adopted at any regular meeting of the county board by the affirmative vote of two-thirds of all the members.

(Code 1964, § 2-113)

**Sec. 2-36. - Policy for fund balances and reserves.**

The policy for fund balances and reserves shall be as follows:

**a) Definitions.**

*Fund balance* means the difference between assets and liabilities in a governmental fund.

*Non-spendable fund balance* means the portion of a governmental fund's net assets that are not available to be spent, either short term or long term, in either form (e.g., a prepaid asset) or through legal restrictions (i.e., principal of an endowment).

*Restricted fund balance* means the portion of a governmental fund's fund balance that is subject to external enforceable legal purpose restrictions as to what the fund balance can be spent on.

*Committed fund balance* means the portion of a governmental fund's fund balance that is limited with self-imposed constraints or limitations that have been placed at the highest level of decision-making authority.

*Assigned fund balance* means the portion of a governmental fund's fund balance to denote management's intended use of resources.

*Unassigned fund balance* means available expendable financial resources in a

governmental fund that are not the object of tentative management plan (i.e., assigned). Positive unassigned fund balance can only be reported in the general fund.

**b) Policy.**

- 1) It is the policy of the County of Winnebago, Illinois to maintain unassigned fund balance in the general and public safety sales tax funds to fund operations for a period of at least three months (25 percent of expenditures).
  - 2) If the fund balance based on annual audited financial statements in the general or public safety sales tax fund falls below the three month unrestricted fund reserve, an action plan developed by administration will be presented to the finance committee to increase the fund reserve back to the three month level. Any proposed action will then be presented to the county board for approval.
  - 3) This policy may be amended from time to time according to the wishes of the county board.
  - 4) The county will spend the most restricted dollars before less restricted, in the following order:
    - a. Restricted,
    - b. Committed,
    - c. Assigned,
    - d. Unassigned.
  - 5) The chief financial and budget officer will determine if a portion of fund balance should be assigned.
- (Ord. No. 2017-CO-058, 5-25-17)

**Secs. 2-37—2-45. - Reserved.**

**DIVISION 2. - CHAIRMAN**

**Sec. 2-46. - Creation of office.**

The county board chairman shall be elected by the voters of the county and shall serve a four- year term commencing on the first Monday of the month following the month of his election and continuing until his successor is elected and qualified.

(Ord. No. 92-CO-79, § 7(2-168), 11-24-92)

**Sec. 2-47. - Membership on county board.**

The county board chairman shall preside at all regular and special meetings of the county board but shall not be a member of the county board and shall not vote on any questions before the county board except to break a tie.

(Ord. No. 92-CO-79, § 7(2-169), 11-24-92)

**Sec. 2-48. - Action on ordinances and resolutions.**

Any ordinance, resolution or motion approved by the county board shall be presented to the chairman before it becomes effective. If the chairman approves such ordinance, resolution or motion, he shall sign it and it shall become law on the date prescribed. If the chairman does not approve the ordinance, resolution or motion, he shall return it to the board within 15 business days with his objections and the board shall proceed to reconsider the matter at its next meeting to be held within 30 business days of the board's receipt of the chairman's objections. If after such reconsideration, a majority of the members of the board pass such ordinance, resolution or motion, it shall become effective on the date prescribed but not earlier than the date of passage following the reconsideration. If any ordinance, resolution or motion is not returned by the chairman to the board within 15 business days after it had been presented to him, it shall become effective at the end of the tenth day.

(Ord. No. 92-CO-79, § 7(2-170), 11-24-92)

**Sec. 2-49. - Duties.**

The county board chairman shall be responsible for the effective administration of all governmental affairs of the county which may properly be placed in his charge. The county board chairman shall oversee development of short and long range planning goals and objectives for the county. The county board chairman shall ensure conformance to and enforcement of ordinances, resolutions, policies, rules and regulations of the county; and, in addition to the duties and responsibilities set forth in the "Counties Code" (55 ILCS 5/1-1001 et seq., 1992, as amended), he shall be responsible for the following:

a) *Administrative responsibilities.*

- 1) Appoint, with the advice and consent of the county board, those positions as required by the laws of the state as well as the county administrator. The county board chairman shall have the authority to suspend, discharge or re-move the county administrator with the advice and consent of the county board.
- 2) Administer all statutory and non-statutory departments and functions and supervise and evaluate the work of the statutory and non-statutory officers, including, but not limited to, the county administrator.

- 3) Shall represent the county at all organizations of which the county is a member; or with the assistance of the county administrator, or assigned-designee.

b) *Financial management.*

- 1) Monitor all reports of the financial condition of the county prepared by the county auditor and/or the county administrator and report to the county board the financial conditions of the county with respect to the annual budget.
- 2) Monitor, review, and recommend to the county board the annual budget.
- 3) Monitor all departmental and agency requests for transfers of budgeted funds between general object classifications.
- 4) Monitor the preparation of financial reports setting appropriate long- range capital improvement programs, budgets, and projected financial trends.
- 5) Monitor all grant applications in order to determine the proper budget classification and the financial ramifications.
- 6) Negotiate leases, contracts, and other agreements for goods or services, with the assistance of the county administrator and other designees, subject to the approval of the board; ensure that all terms and conditions of leases, contracts, and other agreements are performed and shall notify the board of any violations thereof; and shall develop, install and maintain a centralized system for purchasing goods and services on behalf of county departments and functions, with the assistance of the county administrator and Director of Purchasing.

c) *Personnel concerns.*

- 1) Develop, with the assistance of the county administrator and other designees, and recommend to the county board an annual employee compensation plan.
- 2) Monitor the administration of the employee classification and compensation program and make recommendations when necessary relative thereto.
- 3) Monitor the administration of the county's personnel policies and codes, affirmative action program and applicable state and federal laws.
- 4) Monitor the negotiation and enforcement of any collective bargaining agreements



between the county and any employees governed by the state public employees labor relations act.

d) *Reporting and communications.*

- 1) Report monthly to the county board on the administrative affairs of the county.
- 2) When advisable, in order to promote county services and operations which are in the public interest, recommend to the county board the adoption of ordinances and resolutions.

e) *Property management.*

Monitor the care and custody of all county property, and for the appropriate protection of the county and its property from loss, damage, liability, and other risks.

(Ord. No. 92-CO-79, § 7(2-171), 11-24-92; Ord. No. 2003-CO-42, 5-22-03; Ord. No. 2006-CO-7, 1-12-06; Ord. No. 2007-CO-94, § I, 12-20-07)

**Sec. 2-50. - Limit of authority.**

No provision of this division is intended to vest in or grant to the county board chairman any duty or any authority which is vested by general law or by ordinance in any other county officer, official, or employee. No provision of this division shall be construed to delegate to the county board chairman authority to be performed by the county board; nor shall the county board chairman have the power to bind, obligate, or commit the county in any manner except as provided herein or by the express grant of authority by the county board.

(Ord. No. 92-CO-79, § 7(2-173), 11-24-92)

**Sec. 2-51. - Salary.**

The chairman of the county board shall be paid compensation per annum of such amount as established by the county board from time to time.

(Code 1964, § 2-66)

**Sec. 2-52. - Presentation of budget amendments to the finance committee.**

- a) Budget amendments should be obtained before the procurement/employment processed is commenced.
- b) The process for presenting such a budget amendment shall be as follows:

- 1) No later than ten business days prior to the meeting of the finance committee at which the budget amendment shall be considered, the department head/elected official shall submit the proposed budget amendment to the chief financial and budget officer (CFO). The CFO shall review the requested budget amendment and determine the financial impact of the budget amendment for accuracy to identify the source of funding for presentation to the finance committee.
  - 2) The CFO will then meet with the requesting department head/elected official to discuss potential revisions to the budget amendment (if applicable) and associated information prior to meeting with the finance committee.
- c) Line item transfers between object class level, which is the budgetary level of control over expenditures, may be approved by the county administrator and chief financial officer, provided the total amount appropriated by the County Board for the respective department (org code).
- (Ord. No. 2017-CO-036, 3-9-17)

**Secs. 2-53—2-60. - Reserved.**

## **ARTICLE III. - OFFICERS AND EMPLOYEES**

### **DIVISION 1. - GENERALLY**

#### **Sec. 2-111. - Administrator of River Bluff Nursing Home; appointment; qualifications, appointment of employees.**

- a) *Appointment.* The administrator of the River Bluff Nursing Home shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.
  - b) *Qualifications.* The administrator of the River Bluff Nursing Home must possess the requisite qualifications necessary to become licensed under the Nursing Home Administrators Licensing And Disciplinary Act (225 ILCS 70/1 et seq.) and have at least three years of progressively responsible experience in the administration of a long-term nursing care facility with at least one year of supervisory experience, including the preparation of a budget.
  - c) *Appointment of employees.* The administrator may appoint such number of employees as shall be necessary and authorized by the county board.
- (Ord. No. 92-CO-79, § 5(2-19.1), 11-24-92)

**Secs. 2-113—2-120. - Reserved.**

**DIVISION 2. - ADMINISTRATOR**

**Sec. 2-121. - Establishment.**

The office of county administrator is hereby established.

(Ord. No. 92-CO-79, § 8(2-184), 11-24-92; Ord. No. 2017-CO-067, 6-22-17)

**Sec. 2-122. - Qualifications.**

The county administrator shall have a bachelor's degree in accounting, finance, public administration, business administration or a similar degree and/or comparable experience and a minimum of five years of supervisory and administrative experience, including employment relations. A county administrator who meets the above criteria may be exempt from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

(Ord. No. 92-CO-79, § 8(2-185), 11-24-92; Ord. No. 2017-CO-067, 6-22-17; Ord. No. 2017-CO-110, 11-21-17)

**Sec. 2-123. - Appointment/dismissal.**

The county administrator shall be appointed or dismissed by the county board chairman with the advice and consent of the county board.

(Ord. No. 92-CO-79, § 8(2-186), 11-24-92; Ord. No. 2017-CO-067, 6-22-17)

**Sec. 2-124. - Duties.**

The county administrator shall serve as a member of the county board chairman's leadership team and advise on a wide range of issues, including but not limited to strategy, policy, planning and communications.

- a) The county administrator shall be subject to the direction and control of the county board chairman and shall supervise the administration of the following:
  - 1) Purchasing;
  - 2) Buildings and maintenance;
  - 3) Functions of the supervisor of assessments;
  - 4) Animal services;
  - 5) Human resources;
  - 6) Information technology;
  - 7) Regional planning or economic development;
  - 8) River Bluff Nursing Home;
  - 9) County board office;

- 10) Veterans Memorial Hall;
  - 11) Risk Management Program;
  - 12) Chief financial Officer - .Budget and finance, under the direct supervision of the Chief Financial Officer
- b) The county administrator shall have the authority to appoint an appropriate designee to assist in the supervision of the above departments.
- c) The county administrator, or his or her designee, shall evaluate the performance of the directors and/or coordinators of the departments listed in subsection (a)(9) above.
- d) The county administrator shall be responsible for managing operational budgets to achieve organizational strategic goals for the departments listed in subsection (a) above.
- e) The county administrator shall:
- 1) Maintain regular communication with all elected county officials as designated by the county board chairman.
  - 2) Assist the county board chairman in the preparation of county board agendas, ordinances, resolutions, and other business.
  - 3) Establish standard operational procedures or administrative policies.
  - 4) Serve as liaison to county board committees as assigned by the county board chairman.
- f) Negotiate and enforce any collective bargaining agreements between the county and any employees governed by the state public employees labor relations act.
- g) Assist the County Board Chairman in negotiating leases, contracts, and other agreements for goods or services, subject to the approval of the board;
- h) Assist the County Board Chairman to ensure that all terms and conditions of leases, contracts, and other agreements are performed and notify the board of any violations thereof;
- i) Assist the Chairman to develop, install and maintain a centralized system for purchasing goods and services on behalf of county departments and functions,

j) Perform other duties assigned by the county board chairman.  
(Ord. No. 92-CO-79, § 8(2-187), 11-24-92; Ord. No. 2007-CO-94, § II, 12-20-07; Ord. No. 2017-CO-067, 6-22-17; Ord. No. 2017-CO-110, 11-21-17)

**Secs. 2-125—2-135. - Reserved.**

### **DIVISION 3. - SUPERVISOR OF ASSESSMENTS<sup>[4]</sup>**

**Sec. 2-136. - Office established.**

The county does hereby establish the office of supervisor of assessments for the county. (Code 1964, § 2-38)

State Law reference— Appointment, 35 ILCS 205/2.

**Secs. 2-137—2-144. - Reserved.**

### **DIVISION 4. - CHIEF FINANCIAL OFFICER<sup>[5]</sup>**

**Sec. 2-145. - Establishment.**

The office of chief financial officer is hereby established. (Ord. No. 2017-CO-068, 6-22-17)

**Sec. 2-146. - Qualifications.**

The chief financial officer shall have, at a minimum, a bachelor's degree in accounting, finance, public administration or business administration and/or comparable experience and a minimum of ten years of increasingly responsible experience in executive-level financial administration, ideally with a portion of that experience in the public sector. A CPA and/or master's degree in public policy, public administration, finance or business administration is preferable. A chief financial officer who meets the above criteria may be from the residency requirement set forth in Section 62-5 of the County Code of Ordinances. (Ord. No. 2017-CO-068, 6-22-17; Ord. No. 2017-CO-110, 11-21-17)

**Sec. 2-147. - Appointment/dismissal.**

The chief financial officer shall be recommended by the county administrator, and appointed or dismissed by the county board chairman with the advice and consent of the county board.

(Ord. No. 2017-CO-068, 6-22-17)

**Sec. 2-148. - Duties.**

- a) The chief financial officer shall be subject to the direction and control of the county administrator and supervise the administration of the following:
  - 1) Finance department, including but not limited to functions of accounting, accounts payable, and payroll.
  - 2) Internal services department fund, internal technology fund, and county health insurance fund.
- a The chief financial officer shall supervise and evaluate the performance of the directors and/or coordinators of the departments listed in subsection a) above.
- b The chief financial officer shall serve as the staff liaison to the county's finance committee and maintain regular communications with all elected county officials as designated by the county board chairman.
- c The chief financial officer shall:
  - 1) Assist the county administrator in preparing the annual budget for submission to the county board, including developing a county-wide budget planning process.
  - 2) Assist the county administrator in the review and preparation of long range financial planning including capital improvement programs, budgets and projected financial trends.
  - 3) Prepare or cause to be prepared, any and all documents necessary for the county to enter into the lending market and administrate ongoing debt management.
  - 4) Establish effective internal controls throughout the county.
  - 5) Monitor the financial activities of the tort fund, including the related tax levy.
  - 6) Serve as the internal point-person for the annual external audit.
  - 7) Oversee tax filings to be submitted on behalf of the county.
  - 8) Assist the county administrator in developing a long-term capital plan for submission to the county board.

- 9) Assist the county administrator in the preparation of county board agendas, ordinances, resolutions, and other business.
  - 10) Establish standard operating procedures, work rules, and administrative policies for the finance department.
  - 11) Grant administration, including, but not limited to, serving as the Grant Accountability and Transparency Act (GATA) officer and the System for Award Management (SAMS) administrator.
  - 12) Other duties as assigned by the county administrator.
- (Ord. No. 2017-CO-068, 6-22-17)

## **DIVISION 5. – OPERATIONS OFFICER**

### **Secs. 2-149 - Establishment.**

The office of operations officer is hereby established.

### **Sec. 2-150 - Qualifications.**

The operations officer shall have, at a minimum, a bachelor's degree from an accredited college or university in public administration, public policy, business administration, political science or related field and five years of progressive experience in a leadership role, with public sector experience preferred. An operations officer who meets the above criteria may be from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

### **Sec. 2-151 - Appointment/dismissal.**

The operations officer shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

### **Sec. 2-152- Duties.**

Under the supervision of the County Administrator, the operations officer will perform the following duties:

- a) Provide assistance to the County Administrator with a variety of administrative, fiscal, policy, and operational matters; oversees special projects; performs research; prepares reports and presents to the County Board as needed; compiles and analyzes

administrative and fiscal data; monitors programs and daily department operations as assigned by the County Administrator.

- b) Responsible for facilities management and planning for the entire county and oversees the Building Maintenance department;
- c) Advises the County Administrator on a variety of County issues as assigned; makes recommendations regarding policy changes; researches issues, complaints, and problems; provides recommendations regarding solutions and courses of action; implements determined course of action.
- d) Provides County Administrator and department heads with technical information, status reports, and policy recommendations related to programs and operations.
- e) Oversees county departments as assigned by the County Administrator.
- f) Provides planning, coordination, implementation and administration of assigned programs and special projects; analyzes, researches, and monitors performance; implements improvements and prepares reports of findings.
- g) Assists the County Administrator with developing policy and strategy related to the County's Risk Management program and self-funded insurance programs; assists in the development and implementation of policies and guidelines to protect the County and its property from loss, damage, liability, and other risks; investigates claims and directly participates in the resolution of claims against the County.
- h) Communicates and interfaces with a variety of groups and individuals including the department heads, County employees, service providers, state agencies, regulatory agencies, media and the general public to coordinate work activities, resolve problems, and exchange information; represents County Administration at department, committee, external agency or service partner meetings as assigned.
- i) Support efforts to continually improve business practices and processes to efficiently utilize County-wide resources; articulate changes in organizational and business priorities to staff in ways which encourages action and support.
- j) Assists the County Administrator with the development, implementation and monitoring of County strategic goals, objectives, and priorities.
- k) Serves as the Meaningful Access Coordinator for the County, designated to promote equal access and full participation under Title VI Civil Rights and Title II Americans with Disabilities Act (ADA) for the County.



- l) Assists the County Administrator in the development, management and implementation of the capital improvement plan.
- m) May perform functions of the County Administrator in absence of same. (n) Other duties as assigned by the County Administrator.

## **DIVISION 6. – CHIEF STRATEGIC INITIATIVES OFFICER**

### **Sec. 2-153 - Establishment.**

The office of chief strategic initiatives officer is hereby established.

### **Sec. 2-154 - Qualifications.**

The chief strategic initiatives officer shall have, at a minimum, a bachelor's degree from an accredited college or university in public administration, business administration, or related field and ten years of progressive experience in a leadership role, with public sector experience preferred. A chief strategic initiatives officer who meets the above criteria may be from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

### **Sec. 2-155 - Appointment/dismissal and duties.**

The chief strategic initiatives officer shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

Under the supervision of the County Administrator, the chief strategic initiatives officer will perform the following duties:

- a) Coordinates the Board Office strategic planning and reporting process.
  - 1) Supports the connectivity between strategic and operational planning.
  - 2) Facilitates monitoring reports to publicly demonstrate operational progress toward achieving the strategic priorities.
  - 3) Prepares, with input from Department Heads, quarterly transparency reports that are aligned to the strategic and operational plans.
  - 4)
- b) Implements internal and external communication strategies to engage with stakeholders to ensure public access to information, as well as to enhance knowledge of and support for the County.
  - 1) Develops and promotes the County's brand as in appearance and perception.

- 2) Serves as the Administration's Freedom of Information Act Officer (FOIA),  
responsible for coordinating the Administration's central FOIA record, ensuring timely responses, and providing support for escalated requests as necessary.
- 3) Serves as the Administration's Public Information Officer as part of the regional Winnebago County Public Information Officer's all-hazards emergency response partners committee; responsible for providing a coordinated and standardized communications response in case of large-scale disaster.
- c) Maintains a comprehensive policy management process to ensure policy maintenance, stakeholder access, and consistency.
- d) Collaboratively develops, assesses, and leads strategic initiatives at all levels of the organization to ensure alignment with organizational standards and objectives.
  - 1) Includes special project management as directed by the County Administrator; may be short- or long-term in nature, requiring ongoing collaboration with applicable Department Head.
  - 2) Promotes decision-making to support cultural development, employee engagement, and long-term organizational sustainability.
- e) Coordinates the County's engagement in legislative affairs directly affecting the County.
  - 1) Monitors and swiftly responds to legislative activity to support or oppose legislation relative to the County's legislative agenda.
  - 2) Works collaboratively with staff and elected officials to articulate the impact of legislative mandates and/or administrative rules on the County.
- f) Other duties as assigned or required by the County Administrator.

## **ARTICLE IV. - DEPARTMENTS**

### **DIVISION 1. - FINANCE DEPARTMENT**

#### **Sec. 2-156. - Established.**

A finance department is hereby established under the supervision of the chief financial officer and the county board chairman.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-CO-110, 11-21-17)

**Sec. 2-157. - Responsibilities.**

The finance department shall be responsible for the following:

- a) Be the general accountant of the county and keep its general accounts including payroll processing and accounts payable.
- b) Devise and install a system of financial records in the offices and divisions of the county, to be followed in such offices and divisions.
- c) Prepare and coordinate with other offices the necessary audit work papers for completion of the outside audits and the Comprehensive Annual Financial Report.
- d) Assessment and implementation of necessary internal controls and accounting functions for county departments.
- e) Other necessary accounting and financial functions as required.

(Ord. No. 2006-CO-4, 1-12-06)

**Sec. 2-158. - Director.**

The person in charge of the finance department shall be known as the finance director. The finance director shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-CO-110, 11-21-17)

**Sec. 2-159. - Organization.**

The finance director shall appoint such number of employees as shall be necessary and authorized by the county board.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-CO-110, 11-21-17)

**Secs. 2-160—2-165. - Reserved.**

**DIVISION 2. - HUMAN RESOURCES DEPARTMENT<sup>[6]</sup>**

**Sec. 2-166. - Establishment.**

A human resources department is hereby established.

(Ord. No. 92-CO-79, § 10(13-2(a)), 11-24-92)

**Sec. 2-167. - Responsibilities.**

The human resources department shall be responsible for the following:

- a) Administering all collective bargaining agreements between the county and bargaining units of employees under the employment jurisdiction of the county board.
- b) Administering the Personnel Code as it applies to employees under the employment jurisdiction of the county board.
- c) Administering the health and dental insurance program that is available to the employees. -
- d) Ensuring compliance by the county with all state and federal regulations with respect to employee benefits including, but not limited to, ERISA (Employee Retirement Income Security Act) as amended by COBRA (Consolidated Omnibus Budget Reduction Act).
- e) Administering any and all federal and state laws related to fair and equitable hiring and employment practices with respect to employees under the employment jurisdiction of the county board, including, but not limited to, the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), Title VII of the Civil Rights Act of 1964, the Civil Rights Act of 1991 and the Americans With Disabilities Act.
- f) Administering the safety and liability risk management program for employees under the employment jurisdiction of the county board.
- g) Assisting the county government elected office holders and chief judge of the 17th Judicial Circuit with respect to subsections (1) through (65) of this section when requested.

(Ord. No. 92-CO-79, § 10(13-2(b)), 11-24-92)

**Sec. 2-168. - Director.**

The person in charge of the human resources department shall be known as the human resources director. The human resources director shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 92-CO-79, § 10(13-2(a), (c)), 11-24-92; Ord. No. 2017-CO-110, 11-21-17)

**Sec. 2-169. - Organization.**

The director of human resources shall appoint such number of employees as shall be necessary and as authorized by the county board.

(Ord. No. 92-CO-79, § 10(13-2(d)), 11-24-92)

**Secs. 2-173—2-180. - Reserved.**

**DIVISION 3. - REGIONAL PLANNING AND DEVELOPMENT  
DEPARTMENT**

**Sec. 2-181. - Establishment.**

There is hereby established the department of regional planning and development which shall consist of the following divisions:

- a) Planning and development.
- b) Building.
- c) Zoning.

(Ord. No. 92-CO-79, § 6(2-51), 11-24-92; Ord. No. 2007-CO-94, § V, 12-20-07)

**Sec. 2-182. - Director.**

The person in charge of the department of regional planning and development shall be known as the director of planning and development. The director of planning and development shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 92-CO-79, § 6(2-51), 11-24-92; Ord. No. 2007-CO-94, § V, 12-20-07; Ord. No. 2017- CO-110, 11-21-17)

**Secs. 2-183—2-195. - Reserved.**

**DIVISION 4. - TRANSPORTATION AND PUBLIC WORKS DEPARTMENT**

**Sec. 2-196. - Establishment.**

A department of transportation and public works is hereby established, and the officer in charge thereof shall be the county engineer.

(Ord. No. 92-CO-79, § 1(2-78(a)), 11-24-92; Ord. No. 96-CO-22, § 1, 4-25-96)

**Sec. 2-197. - Purpose.**

The purpose of the department of transportation and public works is to undertake the powers and duties of the county board as set forth in the state highway code (605 ILCS 5/5-101 et

seq.) and to enforce all laws, ordinances, resolutions, rules and regulations governing the location, width and course of stormwater or floodwater runoff channels and basins on any map, plat or subdivision of any block, lot or subplot, or any part thereof or any piece or parcel of land within the county; the construction, alteration and maintenance of buildings, structures and camps or parks accommodating persons in house trailers, house cars, cabins or tents and parts and appurtenances thereof in a condition reasonably safe from hazards of flooding; removal of driftwood and other obstructions from natural and other watercourses in the county; the flow within the county of the waters of any river, stream or watercourse over and through any and all dams and other obstructions existing or constructed in, upon, or along any river, stream or watercourse; the prevention of pollution of any stream or any other body of water within the county; the accumulation of runoff or stormwaters or floodwaters within the county; and the prevention of flood damage by regulating the construction of buildings in the county to provide for the orderly runoff or retention of rain and melting snow, except as may be otherwise provided by law or ordinance; and to perform such other tasks as may be delegated by the county board.

(Ord. No. 92-CO-79, § 1(2-78(b)), 11-24-92)

**Sec. 2-198. - County engineer; qualifications, responsibilities.**

The county engineer shall be appointed pursuant to the provisions of section 5-201 of the state highway code (605 ILCS 5/5-201 et seq). The county engineer shall undertake the duties and responsibilities set forth in the state highway code (605 ILCS 5/5-205—5-205.8, inclusive) as well as be responsible for the administration of the transportation and public works department.

(Ord. No. 92-CO-79, § 1(2-78(c)), 11-24-92)

**Sec. 2-199. - Organization.**

The county engineer shall appoint such employees as shall be necessary and as authorized by the county board.

(Ord. No. 92-CO-79, § 1(2-78(d)), 11-24-92)

**Sec. 2-200. - Reserved.**

Editor's note: Ord. No. 96-CO-22, § 2, adopted Apr. 25, 1996, repealed § 2-200, which pertained to superintendent of public works and derived from Ord. No. 92-CO-79, § 2(2-79), adopted Nov. 24, 1992.

**Secs. 2-201—2-210. - Reserved.**

## **DIVISION 6. - PURCHASING, AND CENTRAL SERVICES DEPARTMENT**

### **Sec. 2-226. - Establishment.**

There is hereby established the department of purchasing and central services.

(Ord. No. 92-CO-79, § 9(13A-1), 11-24-92; Ord. No. 98-CO-65, 11-12-98)

### **Sec. 2-227. - Responsibilities.**

The department shall be responsible for undertaking, enforcing and monitoring the central purchasing system for county governmental operations, for providing a centralized location for copying and printing services, for supply procurement, and for mailing services-

(Ord. No. 92-CO-79, § 9(13A-2), 11-24-92; Ord. No. 98-CO-65, 11-12-98)

### **Sec. 2-228. - Director.**

The Director of Purchasing shall serve as the Purchasing Agent for the county and shall be responsible for the procurement of materials, supplies, equipment, services, construction, construction-related services and professional services in accordance with this Ordinance.

The Director of Purchasing and central services shall be recommended, and appointed or dismissed, by the County Administrator with the approval of the County Board Chairman.

(Ord. No. 92-CO-79, § 9(13A-3), 11-24-92; Ord. No. 98-CO-65, 11-12-98; Ord. No. 2017-CO-110, 11-21-17)

### **Secs. 2-229—2-240. - Reserved.**

## **DIVISION 7. - CODE HEARING UNIT**

### **Sec. 2-241. - Establishment.**

A code hearing unit is hereby established pursuant to Section 5-41010 of the Counties Code, 55 ILCS 5/5-41010.

(Ord. No. 97-CO-67, § I, 12-11-97)

### **Sec. 2-242. - Purpose.**

The purpose of the code hearing unit is to undertake the powers and duties necessary for the administrative adjudication of county codes regulating animal control; the definition, identification, and abatement of public nuisances; the accumulation, disposal and transportation of garbage, refuse, and other forms of solid waste; the construction and maintenance of buildings and structures; sanitation practices; and zoning.

(Ord. No. 97-CO-67, § I, 12-11-97)

**Sec. 2-243. - Hearing officer.**

The person in charge of the code hearing unit shall be known as hearing officer and shall preside at hearings conducted to administratively adjudicate allegations of violations of the County Code. The hearing officer shall be recommended by the county administrator with the approval of the county board chairman.

(Ord. No. 97-CO-67, § I, 12-11-97; Ord. No. 2017-CO-110, 11-21-17)

**Sec. 2-244. - Organization.**

The hearing officer shall appoint such number of employees as shall be necessary and authorized by the county board.

(Ord. No. 97-CO-67, § I, 12-11-97)

**Sec. 2-245. - Reserved.**

**DIVISION 8. - RISK MANAGEMENT**

**Sec. 2-246. - Purpose.**

The purpose of the risk management program is to preserve the operating effectiveness of county government, to protect employees and others from accidents that might result in death, serious injury or property damage, and to reduce costs and promote the efficient use of resources.

(Ord. No. 98-CO-65, 11-12-98)

**Sec. 2-247. - Program; elements.**

The risk management program will consist of the following elements:

- a) To provide risk analysis, workers compensation administration, loss control, and safety program development.
- b) To establish procedures to reduce the loss exposure.
- c) To develop, recommend and implement goals, objectives and procedures for the risk management program.

To evaluate and analyze the county's loss history, research risk reduction strategies, and identify areas of weakness; and in cooperation with the human resources department, to utilize effective training programs to improve on those



weaknesses.

- d) To assist the state's attorney's office by investigating and gathering information and documentation for any legal action.
- e) To perform safety inspections to detect the existing or potential safety problems, recommend corrective action, and assist with the implementation of programs.
- f) Where appropriate, to develop interdepartmental safety teams to further enhance overall safety programs.
- g) To develop a system to facilitate communications with the county's liability insurance administrator on claims administration and loss prevention programs.
- h) To prepare an annual report to the county board.
- i) The Risk Management Program will be established and overseen by the County Administrator and his/her designees.

(Ord. No. 98-CO-65, 11-12-98)

**Sec. 2-248. - Program structure.**

- a) Reporting requirements.
  - 1) All incidents resulting in personal injury or death, or damage to personal property shall be reported as immediately as feasible to the Human Resources Department and the County Administrator; in all cases, no later than one business day after the incident giving rise to the injury, death or property damage, or, in the case of an injury to an employee, no later than one business day following the report of the injury.
  - 2) Reports of injuries to an employee shall be made on the forms provided for such notice as required by the Worker's Compensation Act. All other notices shall be on forms provided by the Human Resources Department.
  - 3) The Human Resources Department will establish a file on each claim. Notice of all incidents resulting in injury or property damage to a third party shall be given to the state's attorney's office, civil division.
- b) Resolution of claims.

- 1) All claims made pursuant to the Worker's Compensation Act will be resolved pursuant to the provisions of Section 62-242 of this Code.
- 2) Any settlement proposal involving an injury or property damage to a third party must be reviewed by the state's attorney's office, /civil division, before an offer of settlement is made to the claimant.

(Ord. No. 98-CO-65, 11-12-98)

## **DIVISION 9. - INDEMNIFICATION**

### **Sec. 2-249. - Application of division.**

Nothing in this division relieves the county of its duty to indemnify or insure its employees as provided in sections 5-1002, 5-1002.5, and 5-1003 of the Counties Code (55 ILCS 5/5-1002, 5-1002.5, 5-1003).

(Ord. No. 98-CO-65, 11-12-98)

### **Sec. 2-250. - Definitions.**

The following words, terms, and phrases, when used in this division, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

- a) *Employee* means any person formerly or presently employed by the county or by a county official.
- b) *Official* means any former or present elected or appointed officer of the county.
- c) *Volunteer* means any person, not an employee, who formerly or presently provides service to the county upon the request of or at the direction of an official or employee, without compensation.

(Ord. No. 98-CO-65, 11-12-98)

### **Sec. 2-251. - Claims or actions.**

If any claim or action is brought or instituted against an official, employee, or volunteer, where such claim or action arises out of an act or omission of the official, employee, or volunteer, performed or made in good faith in the discharge of his official duties or in the course of his employment or volunteer service, the county shall indemnify such official, employee or volunteer, as the case may be, for any judgment recovered against him as a result of such claim or action, except where the claim or action arises from the willful or wanton misconduct of the official, employee, or volunteer. The county may appear on behalf of and defend any suit any such official, employee, or volunteer.

(Ord. No. 98-CO-65, 11-12-98)

**Sec. 2-252. - Notice.**

Any person who, at the time of performing such action or omission complained of, was an official, employee, or volunteer, who is made a party defendant to any such action shall, within ten days of service of process upon him, notify the county of the fact that the action has been instituted, and that he has been made a party defendant to the action. This notice must be in writing and filed in the office of the state's attorney and also in the office of the county clerk, either by himself, his agent, or attorney. The notice shall state in substance that the official, employee, or volunteer, as the case may be, (by naming him), has been served with process and been made a party defendant to an action wherein it is claimed that a person has suffered injury to his person or property caused by the official, employee, or volunteer, stating the title and number of the case, the court wherein the action is pending, and the date of service. The duty of the county to indemnify is conditioned upon receiving notice of the filing of any such action and the manner and form herein described.

(Ord. No. 98-CO-65, 11-12-98)

**Sec. 2-253. - Exceptions; conflict of interest.**

(a) This division shall not apply:

- 1) To any portion of a judgment representing an award of punitive or exemplary damages.
- 2) When an employee, official, or volunteer has been charged with a criminal offense.

(b) Should the state's attorney determine that he has a conflict of interest in representation of an official, employee, or volunteer, the official, employee or volunteer, as the case may be, may seek

reimbursement from the county for the reasonable costs associated with engaging the services of an attorney to defend him against such claim or action.

(Ord. No. 98-CO-65, 11-12-98)

**Secs. 2-149—2-155. - Reserved.**

June 28, 2018

**BE IT FURTHER ORDAINED**, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, that this Ordinance Amendment shall be effective immediately upon passage.

**BE IT FURTHER ORDAINED**, that the Winnebago County Clerk shall place a certified copy of this Ordinance Amendment upon its adoption in the records of office of the Winnebago County Clerk.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

June 28, 2018

**AGREE**

**DISAGREE**

_____ GARY JURY, CHAIRMAN	_____ GARY JURY, CHAIRMAN
_____ JEAN CROSBY	_____ JEAN CROSBY
_____ ANGIE GORAL	_____ ANGIE GORAL
_____ JOE HOFFMAN	_____ JOE HOFFMAN
_____ KEITH McDONALD	_____ KEITH McDONALD
_____ ELI NICOLosi	_____ ELI NICOLosi
_____ DOROTHY REDD	_____ DOROTHY REDD

The above and foregoing Ordinance was adopted by the County Board of the County of  
Winnebago, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED  
BY:

\_\_\_\_\_  
**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD OF  
THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**TIANA McCall**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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

Submitted by: Operations and Administrative Committee

2018 CR

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**AN ORDINANCE CREATING SECTION 62-26 OF CHAPTER 62  
OF THE COUNTY CODE OF ORDINANCES**

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**WHEREAS**, Chapter 62 of the County Code of Ordinances, Article I sets forth various criteria for Personnel;

**WHEREAS**, the County wishes to amend Section 62-26 of Chapter 62, of the County Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Chapter 62, Article I, Section 62-26 of the County Code of Ordinances be created as follows:

**Social Media Policy**

Winnebago County, Illinois (County) understands that social media is currently a widely used method to share your life and opinions with family, friends, and co-workers around the world. However, use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media by County employees.

<p><b>This policy is not intended to create arbitrary rules for social media usage or curtail constitutionally protected free speech.</b></p>
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**GUIDELINES**

In the rapidly expanding world of electronic communication, *social media* can mean many things. Social media networks include Facebook, Twitter, YouTube, Instagram, Nextdoor, and others. **Social media includes** all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else's blog, personal web site, social networking or affinity web site,

web bulletin board, or a chat room, whether or not associated or affiliated with the County, as well as any other forms of electronic communication.

The same principles and guidelines found in the County's Personnel policies apply to your activities online. Ultimately, you are solely responsible for what you post online. Before creating online content, consider some of the risks and rewards that are involved. If any of your conduct adversely affects your job performance, the performance of fellow employees, or otherwise adversely affects the community the County serves, the County's vendors, the people who work on behalf of the County, or the County's legitimate business interests, said conduct may result in disciplinary action, up to and including discharge.

<b>Employees must ensure that social media activity does not interfere with work commitments.</b>
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### **Know and follow the rules**

Carefully read these guidelines, and all County Personnel policies, and ensure your postings are consistent with these policies. Inappropriate postings that may include discriminatory remarks, harassment, threats of violence, or similar inappropriate or unlawful conduct will not be tolerated and may subject you to disciplinary action, up to and including discharge.

### **Be respectful**

Always be fair and courteous to fellow employees, members of the public, vendors, or people w h o work on behalf of the County. Employees are encouraged to resolve work related complaints by speaking directly with your co-workers, supervisor, or the Human

Resources Department than by posting complaints to a social media outlet. However, if you decide to post complaints or criticism, avoid using statements, photographs, video, or audio that reasonably could be viewed as malicious, obscene, threatening or intimidating, that disparage employees, members of the public, vendors, suppliers, and any organizations associated or doing business with the County, or that might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation, or posts that could contribute to a hostile work environment on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, disability, or any other protected class status in accordance with applicable federal or state law or County policy.

### **Be honest and accurate**

Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly, and disclose when posts have been edited. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched. Never post any information or rumors that you know to be false about the County, fellow employees, members of the public, customers, vendors, and people working on behalf of the County or competitors.

### **Post only appropriate and respectful content**

Maintain the confidentiality of the County's internal or confidential information. This may include information regarding the development of systems, processes, products, know-how and technology. Do not post internal reports, policies, procedures, or other business-related communications intended for internal use or may contain confidential, private, or security information.

Abide by all state and federal laws, including privacy laws, including but not limited to private, personal medical/health information under the Health Insurance Portability and Accountability Act (HIPAA). Follow all copyright laws, trade secret or other propriety right, public records laws, retention laws, fair use, financial disclosure laws, and any other laws that might apply to the County or your functional area.

Do not create a link from your blog, website or other social networking site to a County website without identifying yourself as a County of Winnebago employee.

Express only your personal opinions. Never represent yourself as a spokesperson for the County. If the County is a subject of the content you are creating, be clear and open about the fact that you are an employee, but that your views do not represent those of the County, fellow employees, vendors, or people working on behalf of the County.

If you do publish online content related to the work you do or subjects associated with the County, make it clear that you are not speaking on behalf of the County. It is best to include a disclaimer such as "*The postings on this site are my own and do not necessarily reflect the views of the County of Winnebago.*"



For safety and security reasons County employees shall not disclose employment information of Sheriff's Department, Circuit Court, or State's Attorney employees.

Employees shall not display Sheriff's Department logos, uniforms or similar identifying items on personal social or sites. Employees shall not post personal photographs or provide similar means of personal recognition that may cause employees to be identified as a sworn officer of the department. Sworn officers who are, or who may reasonably be expected to work in undercover operations, shall not post any form of visual or personal identification. Sheriff's Department employees shall not post photographs or videos of accident scenes, crime scenes, security details, or fire scenes to which they are or have responded in the course of their employment.

Employees cannot advertise or sell County-owned property, products, or services through social media, unless they have received approval from the County Administrator, consistent with County Code pertaining to asset management and disposal.

#### **Use of social media at work prohibited**

Employees are not allowed to use social media while on work time, or on County-owned equipment unless authorized in writing by their department head. Do not use County of Winnebago email addresses to register on social networks, blogs, or other online tools utilized for personal use. Additionally, employees may not use their personal social media sites to conduct County business.

The County reserves the right to monitor and review the uses of the County's IT systems, and to block content that violates the County's policies, rules, and guidelines. The County has the right to monitor all communications on County-issued computers, laptops, cell phones, and any other device. It is impossible to guarantee that any information sent on County-owned equipment can remain private.

All County social media sites are subject to the Illinois Local Records Act, the Freedom of Information Act and e-discovery laws, and therefore, content must be able to be managed, stored, and retrieved to comply with these laws. Any use of personal social media sites for County business is also subject to the Illinois Local Records Act, the Freedom of Information Act, and e-discovery laws.

**Employees should have no expectation of privacy while using any County-owned equipment and facilities for any purpose, including the use of social media.**

#### **Retaliation prohibited**

The County of Winnebago prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any employee who retaliates against another employee for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including discharge.

## **VIOLATIONS**

The County will investigate and respond to all reports of violations of this Social Media Policy or any related County policies, rules, and guidelines. All reports of alleged violations are to be directed to department supervision, the Human Resources Department, or the County Administrator.

## **PENALTIES**

Any employee who violates this policy or any related County policies is subject to the discipline process, up to and including discharge.

## EMPLOYEE ACKNOWLEDGEMENT FORM

I hereby acknowledge that I have received and read a copy of the County of Winnebago's Social Media Policy, which provides guidelines on employee use of social media. I understand that the County of Winnebago can, at its sole discretion, modify this policy. I also understand that any future changes made by the County of Winnebago with respect to this policy supersede and replace the information given here.

I accept responsibility for familiarizing myself with the information in this policy and will seek verification or clarification of its terms or guidance where necessary. I understand that I should consult my supervisor if I have any questions that are not answered in this policy.

Date \_\_\_\_\_

Employee's Signature \_\_\_\_\_

Print Employee's Name \_\_\_\_\_

Employee's Department \_\_\_\_\_

**All original signed employee acknowledgement forms are to be  
forwarded to Human Resources/County Administration.**

**BE IT FURTHER ORDAINED**, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, that this Ordinance Amendment shall be effective immediately upon passage.

**BE IT FURTHER ORDAINED**, that the Winnebago County Clerk shall place a certified copy of this Ordinance Amendment upon its adoption in the records of office of the Winnebago County Clerk.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

<hr/> GARY JURY, CHAIRMAN	<hr/> GARY JURY, CHAIRMAN
<hr/> JEAN CROSBY	<hr/> JEAN CROSBY
<hr/> ANGIE GORAL	<hr/> ANGIE GORAL
<hr/> JOE HOFFMAN	<hr/> JOE HOFFMAN
<hr/> KEITH McDONALD	<hr/> KEITH McDONALD
<hr/> ELI NICOLOSI	<hr/> ELI NICOLOSI
<hr/> DOROTHY REDD	<hr/> DOROTHY REDD

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

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**FRANK HANEY**

CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

---

**TIANA McCALL**

CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

# **PUBLIC SAFETY COMMITTEE**

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

Submitted by: Public Safety Committee

2018 CO

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**ORDINANCE AMENDING CHAPTER 14 OF THE  
WINNEBAGO COUNTY CODE**

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**WHEREAS**, Chapter 14 of the Winnebago County Code is entitled “Animal Control Ordinance of Winnebago County”; and

**WHEREAS**, Section 14-4 of the Winnebago County Code provides that “Administrator” shall be defined as “a veterinarian licensed by the state and appointed pursuant to this chapter.”

**WHEREAS**, the Illinois legislature has granted the authority to County Boards pursuant to the Animal Control Act at 510 ILCS 5/2.01 to appoint individuals who are not licensed veterinarians as Administrator, by stating that “‘Administrator’ means a veterinarian licensed by the State of Illinois and appointed pursuant to this Act, or in the event a veterinarian cannot be found and appointed pursuant to this Act, a non-veterinarian may serve as Administrator under this Act. In the event the Administrator is not a veterinarian, the Administrator shall defer to the veterinarian regarding all medical decisions.”

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Section 14-4 of the Winnebago County Code be amended to read as follows:

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Act* refers to the Animal Control Act (510 ILCS 5/1 et seq., as amended).

*Administrator* means a veterinarian licensed by the state and appointed pursuant to this chapter, or in the event a veterinarian cannot be found for this position, or is not the most suitable candidate for this position, a non-veterinarian may serve as Administrator under this Chapter. In the event the Administrator is not a veterinarian, the Administrator shall defer to the veterinarian regarding all medical decisions.

*Animal services officer* means a person hired by the county to perform duties as assigned by the administrator or the director in order to effectuate the purposes of this chapter and the animal control act.

*Animal shelter* means a facility operated, owned or maintained by a duly incorporated humane society, animal welfare society or other nonprofit organization for the purpose of providing for and promoting the welfare, protection and humane treatment of animals.

*Confined* means restriction of an animal at all times by the owner, or his agent, to an escape-proof building or other enclosure away from other animals and the public.

*Dangerous dog* means any individual dog which when either unmuzzled, unleashed, or unattended by its owner, or a member of its owner's family, approaches any person in a vicious or terrorizing manner, in an apparent attitude of attack, upon streets, sidewalks or any public grounds or places.

*Department* means the animal services department of the county.

*Director* means a person appointed by the county board to direct and supervise the operation of the county animal services department.

*Dog* means all members of the family canidae.

*Domestic animal* means any cattle, calves, buffalo, cattalo, sheep, swine, and goats.

*Enclosure* means a fence or structure of at least six feet in height, forming or causing an enclosure suitable to prevent the entry of young children, and suitable to confine a vicious dog in conjunction with other measures which may be taken by the owner or keeper, such as tethering of a vicious dog within the enclosure. Such enclosure shall be securely enclosed and locked and designed with secure sides, top and bottom and shall be designed to prevent the animal from escaping from the enclosure.

*Has bitten* means has seized with the teeth or jaws so that the person or animal seized has been nipped, gripped, wounded or pierced, and further includes contact of saliva with any break or abrasion of the skin.

*Hobby breeder and exhibitor* means any individual who, as a profession or hobby, breeds and shows dogs at least twice during the calendar year at an event sanctioned by the American Kennel Club.

*Impounded* means taken into the custody of the public pound or other place of confinement.



*Oversight committee* means that committee of the county board that is responsible for overseeing the administration of the animal services department.

*Owner* means any person having a right or property in an animal or who keeps or harbors an animal or who has it in his care or acts as its custodian or who knowingly permits a dog or other domestic animal to remain on or about any premises occupied by him.

*Poultry* means domesticated chickens, turkeys, ducks, geese, guineas, or rabbits capable of being used for human consumption.

*Veterinary hospital or clinic* means any hospital or clinic operated by a veterinarian or veterinarians licensed under the Veterinary Medicine and Surgery Practice Act, 225 ILCS 115/1 et seq.

*Vicious dog* means any individual dog:

- (1) That when unprovoked inflicts injury, bites or attacks a human being or other animal either on public or private property;
- (2) With a known propensity, tendency, or disposition to attack without provocation, to cause injury or to otherwise endanger the safety of human beings or domestic animals;
- (3) That has as a trait or characteristic and a generally known reputation for viciousness, dangerousness or unprovoked attacks upon human beings or other animals, unless handled in a particular manner or with special equipment;
- (4) Which attacks a human being or domestic animal without provocation; or
- (5) Which has been found to be a dangerous dog upon three separate occasions.

No dog shall be deemed vicious if it bites, attacks or menaces a trespasser on the property of its owner or harms or menaces any one who has tormented or abused it or is a professionally trained dog for law enforcement or guard duties.

**BE IT FURTHER ORDAINED**, that this Ordinance shall be effective upon enactment.

**BE IT FURTHER ORDAINED**, that the Clerk of the County Board is hereby directed to prepare and deliver a certified copy of this Ordinance Amendment to the Director of the Winnebago County Animal Services Department.

TO: THE HONORABLE MEMBERS OF THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

The Public Safety Committee presents the following Ordinance Amending Chapter 14 of the Winnebago County Code regarding Animal Services Administrator, and recommends its adoption.

Respectfully submitted,  
**PUBLIC SAFETY COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
Dave Fiduccia, Chairman

\_\_\_\_\_  
Dave Fiduccia, Chairman

\_\_\_\_\_  
Aaron Booker

\_\_\_\_\_  
Aaron Booker

\_\_\_\_\_  
Dorothy Redd

\_\_\_\_\_  
Dorothy Redd

\_\_\_\_\_  
Eli Nicolosi

\_\_\_\_\_  
Eli Nicolosi

\_\_\_\_\_  
Dan Fellars

\_\_\_\_\_  
Dan Fellars

\_\_\_\_\_  
Fred Wescott

\_\_\_\_\_  
Fred Wescott

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
Frank Haney, Chairman of the  
County Board of the  
County of Winnebago, Illinois

\_\_\_\_\_  
Tiana McCall, Clerk of the  
County Board of the  
County of Winnebago, Illinois