



# WINNEBAGO COUNTY

— ILLINOIS —

## REVISED

## AGENDA

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

**Thursday, August 23, 2018**

**6:00 p.m.**

1. **Call to Order** ..... Chairman Frank Haney
2. **Agenda Updates** ..... Chairman Haney
3. **Roll Call** ..... Clerk Tiana McCall
4. **Invocation** ..... Board Member Jaime Salgado
5. **Awards, Proclamations, Presentations, Public Hearings, and Public Participation**
  - A. Awards – None
  - B. Proclamations – None
  - C. Presentations – Budget Information – Carla Paschal
6. **Public Comment** ..... Registered Speakers  
*Members of the public may address the Board by submitting their request no later than 2 hours prior to the start of the meeting. Contact [www.wincoil.us](http://www.wincoil.us) or (815) 319-4225 for guidelines.*
7. **Meeting Minutes** ..... Chairman Haney
  - A. Approval of July 26, 2018 minutes
  - B. Layover of August 9, 2018 minutes
8. **Announcements & Communications** ..... Clerk McCall
  - A. Correspondence (see packet)
9. **Board Member Correspondence** ..... Board Members
10. **Chairman's Report** ..... Chairman Haney
11. **County Administrator's Report**..... Administrator Carla Paschal

- 12. Approval of Consent Agenda.....Chairman Haney**  
A. Raffle Report  
B. Bills

**13. Standing Committee Reports .....Chairman Haney**

- A. Finance Committee..... **Ted Biondo, Committee Chairman**  
1. Committee Report  
2. Ordinance Amending Sections of Chapter 2 of the County Code of Ordinances (change in 911 department reporting structure)  
3. Budget Amendment 2018-038 – Coroner Supplies and Services to be Laid Over  
4. Budget Amendment 2018-037 – 911 Personnel to be Laid Over
- B. Zoning Committee ..... **Jim Webster, Committee Chairman**  
1. Committee Report
- C. Economic Development Committee..... **Fred Wescott, Committee Chairman**  
1. Committee Report
- D. Operations & Administrative Committee .....**Gary Jury, Committee Chairman**  
1. Committee Report  
2. Ordinance Amending Chapter 50 of the Winnebago County Code (change in County Food Code)  
3. **Resolution Awarding Contract for Copier Services**
- E. Public Works Committee .....**Dave Kelley, Committee Chairman**  
1. Committee Report
- F. Public Safety Committee..... **Dave Fiduccia, Committee Chairman**  
1. Committee Report
- G. Government Affairs & Strategic Planning.....**Jean Crosby, Committee Chairman**  
1. Committee Report

**14. Unfinished Business.....Chairman Haney**

**15. New Business.....Chairman Haney**

**16. Adjournment .....Chairman Haney**

**Next Meeting: Thursday, September 6, 2018**

# **ANNOUNCEMENTS & COMMUNICATIONS**



# WINNEBAGO COUNTY

— ILLINOIS —

## Announcements & Communications

Date: August 23, 2018

Item: Correspondence to the Board

Prepared by: County Clerk Tiana McCall

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**Governing Statute(s):** State of Illinois Counties Code [55 ILCS 5/Div. 3-2, Clerk](#)

**County Code:** [Ch 2. Art. II. Div. 4, Sec. 2.86 – Record Keeping & Communications](#)

**Background:** The items listed below were received as correspondence.

1. County Clerk McCall received from the United States Nuclear Regulatory Commission the following:
  - a. Federal Register / Vol. 83, No. 153 / Tuesday, August 7, 2018 / Notices
  - b. Braidwood Station, Units 1 and 2; Byron Station, Unit Nos. 1 and 2; Calvert Cliffs Nuclear Power Plant, Units 1 and 2; Clinton Power Station, Unit No. 1; Dresden Nuclear Power Station, Units 2 and 3; James A. Fitzpatrick Nuclear Power Plant; LaSalle County Station, Units 1 and 2; Limerick Generating Station, Units 1 and 2; Nine Mile Point Nuclear Station, Units 1 and 2; Peach Bottom Atomic Power Station, Units 2 and 3; Quad Cities Nuclear Power Station, Units 1 and 2; R.E. Ginna Nuclear Power Plant; and Three Mile Island Nuclear Station, Unit 1 – Issuance of Amendments to Relocate the Staff Qualification Requirements (EPID L-2018-LLA-0053)
  - c. Byron Station, Units 1 and 2 – NRC Integrated Inspection Report 05000454/2018002 and 05000455/2018002
  - d. Federal Register / Vol. 83, No. 157 / Tuesday, August 14, 2018 / Notices
  - e. Notice of Public Meeting August 28, 2018, 9:00 am – 12:00 pm, EST
2. County Clerk McCall received from Nancy McPherson, Winnebago Recorder the Monthly Report for July, 2018
3. County Clerk McCall received from Sue Goral, Winnebago County Treasurer the Monthly Report for August, 2018 Bank Balances.



# WINNEBAGO COUNTY

— ILLINOIS —

4. County Clerk McCall received the from the Illinois Environmental Protection Agency a Notice of Application for Permit to Manage Waste - Description of Project: Application providing an evaluation of groundwater quality at well G185 in accordance with Condition VIII.25 of Permit Modification No. 72.
5. County Clerk McCall received the following from Charter Communications Quarterly Franchise Fee Payment Notices for the following:
  1. Town of Roscoe, IL
  2. Town of Rockton, IL
  3. Harlem, IL, Township
6. County Clerk McCall received from COMCAST a letter regarding an Addition to the Comcast Channel Line-up in our Community.
7. County Clerk McCall received from the Winnebago County Treasurer, Sue Goral the Treasurer Bank Balances Report for July, 2018.

**Recommendation:** The Winnebago County Clerk recommends that the correspondence listed be placed on file as a part of the County Board records maintained by the County Clerk.

# **CHAIRMAN'S REPORT**

# **ADMINISTRATOR'S REPORT**

# **CONSENT AGENDA**



## RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by  
9 different organizations for 9 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.

The Following Have Requested A Class A, General License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
29837	1	BELVIDERE BOYS & GIRLS CROSS COUNTRY	09/29/2018-09/29/2018	\$4,000.00
29838	1	ROCKFORD ART MUSEUM	10/17/2018-10/17/2018	\$1,000.00
29839	1	ROCKTON POLICE ASSOCIATION	09/02/2018-09/02/2018	\$4,500.00
29840	1	ROSCOE LIONS CLUB	09/07/2018-09/09/2018	\$200.00
29841	1	SINNISSIPPI QUILTERS, INC.	09/01/2018-05/05/2019	\$2,500.00
29842	1	ST. RITA PARISH	08/29/2018-09/22/2018	\$5,000.00
29843	1	WINNEBAGO COUNTY 4-H EXTENSION FOUNDATION, INC.	10/02/2018-10/02/2018	\$150.00
29844	1	GREATER ROCKFORD BARBERS HOPPERS	10/13/2018-10/13/2018	\$1,000.00

The Following Have Requested A Class B, MULTIPLE (2, 3 OR 4) LICENSE				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

The Following Have Requested A Class C, One Time Emergency License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
29845	1	COWBOY FOR A CAUSE	09/18/2018-09/18/2018	\$4,999.99

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

23-Aug-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	3,900,158.19
101	PUBLIC SAFETY TAX	1,765,263.49
103	DOCUMENT STORAGE FUND	40,879.49
104	TREASURER'S DELINQUENT TAX FU	3,715.29
105	VITAL RECORDS FEE FUND	264.51
106	RECORDERS DOCUMENT FEE FUND	8,790.29
107	COURT AUTOMATION FUND	24,416.44
108	COURT SECURITY FEE FUND	28,146.64
109	VICTIM IMPACT PANEL FEE	600.00
110	CHILD SUPPORT & COLLECTIN FE	7,792.71
111	CHILDREN'S WAITING ROOM FUND	11,437.65
112	RENTAL HOUSING FEE FUND	26,568.00
114	911 OPERATIONS FUND	69,077.00
115	PROBATION SERVICE FUND	5,959.72
116	HOST FEE FUND	536,662.09
118	NEUTRAL SITE CUSTODY EXCHANGE	22,856.00
119	CORONER FEE FUND	1,271.40
120	DEFERRED PROSECUTION PROGRAM	4,035.41
123	STATE DRUG FORFEITURE ST ATTY	5,339.31
126	LAW LIBRARY	18,525.58
131	DETENTION HOME	231,272.63
140	WINGIS GEOR INFO SYSTEMS FUND	15,501.58
141	WINGIS GEOR INFO SYSTEM (CO SHARE)	19,254.00
145	FORECLOSURE MEDIATION FUND	761.16
155	MEMORIAL HALL	12,616.82
158	CHILD ADVOCACY PROJECT	44,915.94
161	COUNTY HIGHWAY	143,468.52
162	COUNTY BRIDGE FUND	85,266.75
163	FEDERAL AID MATCHING FUND	53,781.65
164	MOTOR FUEL TAX FUND	257,620.98
165	TOWNSHIP HIGHWAY FUND	342,660.31
168	TOWNSHIP BRIDGE	207,444.62
181	VETERANS ASSISTANCE FUND	14,077.59
185	HEALTH INSURANCE	1,234,025.13
192	EMPLOYER SOCIAL SECURITY FUND	346,417.67
193	ILLINOIS MUNICIPAL RETIRE	545,422.50
194	TORT JUDGMENT & LIABILITY	13,989.00
240	2008 SIREN DEBT CERTIFICATES	241.67
248	2012E DEBT CERTIFICATES	428.00
301	HEALTH GRANTS	640,573.12
303	STATE'S ATTORNEY GRANT	28,373.91
304	PROBATION GRANTS	5,040.00

CONTINUATIONFUND NAMERECOMMENDED FOR PAYMENT

307	COMMUNITY DEVELOPMENT GRANTS	1,750.00
309	CIRCUIT COURT GRANT FUND	118,263.70
401	RIVER BLUFF NURSING HOME	1,225,923.98
410	ANIMAL SERVICES	181,782.05
420	555 N COURT OPERATIONS FUND	29,469.61
430	WATER FUND	11,380.78
501	INTERNAL SERVICES	(25,896.70)
748	2012F ALTERNATE REVENUE BONDS	46.80

TOTAL THIS REPORT	<u>12,267,632.98</u>
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The adoption of this report is hereby recommended:

  
 William Crowley, County Auditor

ADOPTED: This 23rd day of August 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**

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

Submitted by: Public Safety Committee

2018 CO

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**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, Article III, sets forth the duties of various members of the County Administration; and

**WHEREAS**, the County wishes to amend Section 2-124 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 III of the County Code of Ordinances be amended as follows:

**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 and risk management;
- (2) Buildings and maintenance;
- (3) 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) Chief financial officer;

(12) County 9-1-1 Center.

**BE IT FURTHER ORDAINED**, that the remainder of Chapter 2, Article III, Section 2-124, of the County Code of Ordinances shall remain unchanged.

**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,  
**FINANCE COMMITTEE and PUBLIC SAFETY COMMITTEE**

**AGREE**

\_\_\_\_\_  
Ted Biondo, Finance Chairman

\_\_\_\_\_  
Gary Jury

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
Dave Boomer

**DISAGREE**

\_\_\_\_\_  
Ted Biondo, Finance Chairman

\_\_\_\_\_  
Gary Jury

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
Dave Boomer

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Dave Fiduccia, Public Safety Chairman

\_\_\_\_\_  
Dave Fiduccia, Public Safety Chairman

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

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

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

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Dorothy Redd

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

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

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

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

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

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

The above and foregoing Ordinance 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 McCall, Clerk of the  
County Board of the  
County of Winnebago, Illinois



**2018 Fiscal Year**

Sponsored by:

Ted Biondo, Finance Committee Chairman

Finance: August 16, 2018

Lay Over: August 23, 2018

**Final Vote: September 6,  
2018****2018 CO****TO: THE HONORABLE MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS**

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2018 and recommends its adoption.

**ORDINANCE**

**WHEREAS**, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2018 at its September 28, 2017 meeting; and,

**WHEREAS**, 55ILCS 5/6-1003(2014), states, "After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting."

**NOW, THEREFORE, BE IT ORDAINED**, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the following increases are hereby authorized.

**2018-038 Coroner Supplies and Services**

**Reason:** Events outside the Coroner's control have resulted in increased expenses required to provide statutorily mandated services

**Alternative:** None

**Impact to fiscal year 2019 budget:** Overall FY19 recommended budget will increase by \$128,610

**Revenue Source:** General Fund reserves

<u>Acct Description</u>	<u>Org</u>	<u>Obj</u>	<u>Pri</u>	
Medical and Dental Supplies	32500	42260		3,000
Other Professional Services	32500	43190		21,000
Jurors	32500	43913		1,000
Waste Removal Service	32500	43640		6,600
		<b><u>Total Adjustment:</u></b>		<b><u>\$31,600</u></b>

**(AGREE)**

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

\_\_\_\_\_  
GARY JURY

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

\_\_\_\_\_  
BURT GERL

\_\_\_\_\_  
DAVE BOOMER

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

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

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

Respectfully Submitted,  
**FINANCE COMMITTEE**  
**(DISAGREE)**

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

\_\_\_\_\_  
GARY JURY

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

\_\_\_\_\_  
BURT GERL

\_\_\_\_\_  
DAVE BOOMER

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

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

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

The above and foregoing Ordinance 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

2018  
**WINNEBAGO COUNTY**  
 FINANCE COMMITTEE  
 REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: 8/14/2018 AMENDMENT NO: 2018-038						
DEPARTMENT: Cornoer			SUBMITTED BY: William Hintz			
FUND#: 0001 General			DEPT. BUDGET NO.		32500	
DEPT CODE	ACCT. NO.	ACCOUNT DESCRIPTION	BEGINNING BUDGET	ADJUSTED BUDGET	INCREASE (DECREASE)	REVISED BUDGET AMOUNT
32500	42260	Medical and Dental Supplies	\$10,500	\$10,500	\$3,000	\$13,500
32500	43190	Other Professional Services	\$43,673	\$43,673	\$21,000	\$64,673
32500	43913	Jurors	\$5,912	\$5,912	\$1,000	\$6,912
32500	43640	Waste Removal Service	\$9,224	\$9,224	\$6,600	\$15,824
TOTAL ADJUSTMENT:					\$31,600	\$ 87,409
Reason budget amendment is required:						
Events outside the Coroner's control have resulted in increased expenses required to provide statutorily mandated services.						
Potential alternatives to budget amendment:						
None						
Impact to fiscal year 2019 budget:						
Overall fiscal year 2019 recommended budget will increase by \$128,610						
Revenue Source:						
General Fund Reserves						
Approval by staff liaison:						

**2018 Fiscal Year**

Sponsored by:

Ted Biondo, Finance Committee Chairman

Finance: August 16, 2018

Lay Over: August 23, 2018

**Final Vote: September 6, 2018****2018 CO****TO: THE HONORABLE MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS**

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2018 and recommends its adoption.

**ORDINANCE**

**WHEREAS**, the Winnebago County Board adopted the “Annual Budget and Appropriation Ordinance” for the fiscal year ending September 30, 2018 at its September 28, 2017 meeting; and,

**WHEREAS**, 55ILCS 5/6-1003(2014), states, “After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting.”

**NOW, THEREFORE, BE IT ORDAINED**, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the following increases are hereby authorized.

**2018-037 911 Personnel**

**Reason:** To operate efficiently, a budget amendment is needed to fund the hiring of two (2) 911 Supervisors and five (5) dispatchers. These are positions that are currently not filled due to recent resignations. The overtime is due to working 42 hours per week, which mean the employees are paid 2 hours of overtime per week. This amendment covers the period of 9/1/18 through 9/30/18

**Alternative:** None

**Impact to fiscal year 2019 budget:** Increase of \$129,424 (not including benefits) for the two (2) Supervisors.  
Increase of \$234,653 (not including benefits) for the five (5) Dispatchers.

**Revenue Source:** General Fund

<u>Acct Description</u>	<u>Org</u>	<u>Obj</u>	<u>Pri</u>	
Regular Salaries	26500	41110		25,859
Overtime	26500	41130		1,847
Life Insurance	26500	41221		21
Clothing	26500	42270		406
Medical & Dental	26500	43150		3,150
		<b><u>Total Adjustment:</u></b>		<b><u>\$31,283</u></b>

**(AGREE)**

Respectfully Submitted,  
FINANCE COMMITTEE  
**(DISAGREE)**

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

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

\_\_\_\_\_  
GARY JURY

\_\_\_\_\_  
GARY JURY

\_\_\_\_\_  
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

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

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

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

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

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

2018  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		8/20/2018		AMENDMENT NO:		
DEPARTMENT:		SHERIFF		SUBMITTED BY: GARY CARUANA		
FUND#:		DEPT. BUDGET NO.				
DEPT CODE	ACCT. NO.	ACCOUNT DESCRIPTION	BEGINNING BUDGET	ADJUSTED BUDGET	INCREASE (DECREASE)	REVISED BUDGET AMOUNT
26500	41110	Regular Salaries	\$546,162	\$549,539	\$25,859	\$575,398
26500	41130	Overtime	\$74,321		\$1,847	\$76,168
26500	41221	Life Insurance	\$425		\$21	\$446
26500	42270	Clothing	\$14,000	\$16,742	\$406	\$17,148
26500	43150	Medical & Dental	\$2,250	\$6,300	\$3,150	\$9,450
TOTAL ADJUSTMENT:					\$ 31,283	\$678,610
<b>Reason budget amendment is required:</b>						
<p>To operate efficiently, a budget amendment is needed to fund the hiring of two (2) 911 Supervisors and five (5) dispatchers. These are positions that are currently not filled due to recent resignations. The overtime is due to working 42 hours per week, which means the employees are paid 2 hours of overtime per week. <b>This amendment covers the period of 9/1/18 through 9/30/18.</b></p>						
<b>Potential alternatives to budget amendment:</b>						
N/A						
<b>Impact to fiscal year 2019 budget:</b>						
Increase of \$129,424 (not including benefits) for the two (2) Supervisors						
Increase of \$234,653 (not including benefits) for the five (5) Dispatchers						
Revenue Source:						
General Fund						
Approval by staff liaison:						
Signature/date						

# **ZONING COMMITTEE**

**Attachment**  
**ZONING COMMITTEE**  
**OF THE COUNTY BOARD AGENDA**  
August 23, 2018

**PLANNING AND/OR ZONING REQUESTS: NONE**

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1. **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 Wednesday, **September 12, 2018**, at 5:30 p.m. in Room 303 of the County Administration Building. The following petitions are on the agenda for consideration:
    - V-03-18 A Variation to Allow a Front Yard Setback of 15 Feet Instead of the Required Established Building Setback of 50 Feet in the CG, General Commercial District for property commonly known as 14440 Dearborn Ave., South Beloit, IL 61080 in Roscoe Township, District 4.
    - V-04-18 A Variation to Waive the Required Number of Off-Street Parking Spaces (to Allow No Off-Street Parking) for a Not-for-Profit Private Recreational Use Authorized by Special Use Permit in the RR, Rural Residential District for property commonly known as 916 & XXX Concord Ave., Rockford, IL, 61102 in Rockford Township, District 18.
    - V-05-18 A Variation to Allow a Front Yard Setback of 0 Feet Instead of the Required Min. Setback of 30 Feet (and/or the Established Building Setback of 60 Feet) in the AG, Agricultural Priority District for property commonly known as 8612 Burr Oak Road, Roscoe, IL 61073 in Harlem Township, District 7.
    - SU-03-18 A Special Use Permit for a Wedding and/or Reception Facility in the AG, Agricultural Priority District for property commonly known as 3013 W. Rockton Road, Rockton, IL 61072 in Rockton Township, District 2.
  - Chairman, Jim Webster, hereby announces that the next *Zoning Committee (ZC)* meeting is *tentatively* scheduled for Wednesday, **September 26, 2018**, at 5:30 p.m. in Room 303 of the County Administration Building.



# **OPERATIONS & ADMINISTRATIVE COMMITTEE**

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

Submitted by: Operations & Administrative Committee

2018 CO

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**AN ORDINANCE AMENDING CHAPTER 50 OF THE  
WINNEBAGO COUNTY CODE**

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**WHEREAS**, Article III of Chapter 50 of the Winnebago County Code regulates the operation of food establishments in Winnebago County (“Food Code”); and

**WHEREAS**, Section 50-77 of the Food Code sets forth a fee schedule for annual, temporary and special event permits for food establishments in Winnebago County; and

**WHEREAS**, Section 50-77 was amended in 2017 in order to provide a more equitable and accessible fee structure for food establishments in the County; and

**WHEREAS**, based upon input from food establishments, the Winnebago County Health Department has reviewed the fee and permit structure in the Food Code and recommends adding a temporary food establishment permit for a one day event (“Temporary Establishment F” permit); and

**WHEREAS**, the Health Department has become aware that beverage-only vendors are not obtaining licenses for events at which they are providing beverages to consumers; and

**WHEREAS**, the Food Code definition of “food” includes beverages and therefore beverage-only vendors are subject to the Food Code and are required to obtain a permit to provide beverages to consumers; and

**WHEREAS**, the Health Department recommends adding language to the definition of “Food Establishment” in the Food Code to clarify its application to beverage-only vendors.

**NOW, THEREFORE, BE IT ORDAINED** by the County Board for the County of Winnebago, Illinois, that the fee schedule for temporary food establishment permits contained in Section 50-77 of the Winnebago County Code is hereby amended to add a Temporary Establishment F permit:

<b>Temporary Food Establishment Permit (6 Month Period)</b> ▪ May 1 <sup>st</sup> – October 31 <sup>st</sup> or ▪ November 1 <sup>st</sup> – April 30 <sup>th</sup>	<b>Place Including Commissary Consistent</b>	<b>Menu Items Consistent</b>	<b>Category III – LOW RISK</b>	<b>Category II – MEDIUM RISK</b>	<b>Category I – HIGH RISK</b>
Temporary Establishment A: Up to 4 Dates/6 Months	Yes	Yes	\$50.00	\$100.00	\$200.00
Temporary Establishment B: 5 - 8 Dates/6 Months	Yes	Yes	\$65.00	\$125.00	\$250.00
Temporary Establishment C: 9 - 12 Dates/6 Months	Yes	Yes	\$80.00	\$150.00	\$300.00
Temporary Establishment D: 13 - 20 Dates/6 Months	Yes	Yes	\$95.00	\$175.00	\$350.00
Temporary Establishment E: 20 - 26 Dates/6 Months	Yes	Yes	\$110.00	\$200.00	\$400.00
Temporary Establishment F: 1 Date/12 Months	Yes	Yes	\$50.00	\$75.00	\$100.00
<b>Special Event Establishment Permit (6 Month Period)</b> ▪ May 1 <sup>st</sup> – October 31 <sup>st</sup> or ▪ November 1 <sup>st</sup> - April 30 <sup>th</sup>					
Special Event Establishment A: 1 Date/6 Months	No	Yes	\$50.00	\$75.00	N/A
Special Event Establishment B: 2-3 Dates/6 Months	No	Yes	\$100.00	\$150.00	N/A
Special Event Establishment C: 4-6 Dates/6 Months	No	Yes	\$150.00	\$300.00	N/A
<b>Temporary Food Establishment Commissary Permit (6 Month Period) **</b> ▪ May 1 <sup>st</sup> – October 31 <sup>st</sup> or ▪ November 1 <sup>st</sup> - April 30 <sup>th</sup>	Yes	Yes	\$175.00	\$175.00	\$175.00

**BE IT FURTHER ORDAINED** by the County Board for the County of Winnebago, Illinois, that the definition of “food establishment” contained in Section 50-66 of the Winnebago County Code is hereby amended to read as follows:

**Food establishment** means an operation that:

stores, prepares, packages, serves, vends FOOD directly to the CONSUMER, or otherwise provides FOOD for human consumption, such as a restaurant, satellite or catered feeding location, catering operation if the operation provides FOOD directly to a CONSUMER or to a conveyance used to transport people, market, vending location, conveyance used to transport people, institution or food pantry; and

relinquishes possession of FOOD to a CONSUMER directly, or indirectly, through a delivery service such as home delivery of grocery orders or restaurant takeout orders, or delivery service that is provided by common carriers, **or a beverage-only vendor such as a brewery, winery, distillery, meadery, or cider maker.**

FOOD ESTABLISHMENT includes:

an element of the operation, such as a transportation vehicle or a central preparation facility, that supplies a vending location or satellite feeding location, unless the vending or feeding location is permitted by the REGULATORY AUTHORITY; and

an operation that is conducted in a mobile, stationary, temporary or permanent facility or location. This inclusion applies regardless of whether consumption is on or off the premises and whether there is a charge for the FOOD.

an establishment that offers prepackaged FOODS that are not TIME/TEMPERATURE CONTROLLED FOR SAFETY.

FOOD ESTABLISHMENT does not include:

a produce stand that only offers whole, uncut fresh fruits and vegetables;

a FOOD PROCESSING PLANT, including those that are located on the premises of a FOOD ESTABLISHMENT;

a kitchen in a private home, such as a small family daycare provider or a bed and breakfast operation as defined in the Bed and Breakfast Act that prepares and offers FOOD to guests;

a private home that receives catered or home delivered FOOD; a closed family function where FOOD is prepared or served for individual family consumption; or

a cottage food operation.

**BE IT FURTHER ORDAINED** that if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, independent, and severable provision and such holding shall not affect the validity of the remaining provisions hereof.

**BE IT FURTHER ORDAINED** that this Ordinance shall be in full force and effect immediately upon its adoption, and the County Clerk is hereby directed to distribute a certified copy of this Ordinance to the Public Health Administrator.

Respectfully submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
Gary Jury, Chairman

\_\_\_\_\_  
Gary Jury, Chairman

\_\_\_\_\_  
Angie Goral

\_\_\_\_\_  
Angie Goral

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Joe Hoffman

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

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

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

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

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Jean Crosby

\_\_\_\_\_  
Jean Crosby

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018 by 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

Attested by:

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

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Absent: \_\_\_\_\_

# Executive Summary

Date: August 23, 2018  
To: Operations & Administrative Committee  
Prepared by: Purchasing Department  
Subject: Resolution Awarding Contract for Copier Services

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**County Code:** Winnebago County Purchasing Ordinance

## **Background:**

The Purchasing Department manages the County's 126-copier fleet.

The most recent Copier Services bid was completed in late 2012. The resulting contract to lease (with a dollar buyout) for 126 new Canon copiers cost a half a million dollars over five years. The five-year maintenance service agreement cost slightly less than another half a million.

Up until now, the County automatically replaced each copier every five years, whether necessary or not. This time a strategy was developed that allows for replacement of current copiers on a need only basis. In addition, we plan to remove and redeploy low volume copiers to other offices.

First, we selected two local Canon dealers that also have governmental joint purchasing agreements, pursuant to the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01) in place to ensure all proper purchasing procedures are adhered to.

Second, to determine which copiers needed to be removed, replaced or redeployed, County departments were visited by Purchasing staff and Canon reps to determine the current condition of each machine. We discussed their office needs (do they fax, make booklets, need color, need to staple, use multiple paper sizes, etc.) and how to improve office efficiencies.

Third, as a cost saving measure we have recommended that departments consider eliminating desktop printers and use copiers for all of their printing. In September 2017, Purchasing conducted an audit and determined there were roughly 400 active printers besides the 126 copiers.

Forth, based on all findings and site visits we have developed a master list of 38 copiers (less than 1/3 of our current fleet) to be replaced or redeployed. The new copier lease agreement will be for three years. During the next few years, the remainder of the copier fleet will continue to be monitored and will need to be replaced or redeployed.

Fifth, we are "right sizing" all new replacement copiers based on each department's need. Several examples of right sizing an office or department include the following:

- ✓ The County Clerk office uses three different certificate papers (birth, death, marriage) yet their copier only had two paper drawers. We plan a new copier with an enhanced paper deck that holds multiple paper types.
- ✓ The WCSO Patrol Room older color printer is highly used for roll-call documentation. We plan to replace it with a multi-function color copier therefore going from \$.25 to just \$.039 a page for color and only \$.0049 for black and white.
- ✓ The RBNH plan will eliminate 3 copiers, 13 printers and 3 fax machines and replace them with 8 new well-featured copiers.
- ✓ The SAO has four copiers that have each exceeded their expected maximum total volume, all with over a million and one with 2.4 million. They were undersized when installed in 2012. The plan to provide them with four larger capacity machines will alleviate the number of breakdowns.
- ✓ The County Board office is eliminating all five of their printers for a new color copier to handle all printing needs. Their current black and white copier will be redeployed to another department.

**Recommendation:**

Therefore, it is recommended that Gordon Flesch Company Inc. be award a three-year agreement for Copier Services.



**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 AWARDING CONTRACT FOR COPIER SERVICES**

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**WHEREAS**, Section 3-357 (7) of the Winnebago County Code sets forth the guidelines for the County's participation in cooperative joint purchasing agreements, and pursuant to the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.) the County has reviewed the Cooperative Purchasing Agreement #PEPPM 2018 for copiers and maintenance services; and,

**WHEREAS**, the County is in need of new copiers to replace older equipment, as well as maintenance services of the new and existing machines; and,

**WHEREAS**, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the proposal received for the aforementioned item(s) and recommends awarding the contract as follows:

**Gordon Flesch Company, Inc.**  
**6437 E. Riverside Blvd.**  
**Rockford, Illinois 61114**

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

**Various Department Budgets**

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the Chairman of the Winnebago County Board is to execute an agreement on behalf of the County of Winnebago with Gordon Flesch Company Inc. 6437 E. Riverside Blvd, Rockford, Illinois 61114.

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

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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DOROTHY REDD

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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:

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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



# PROPOSED SOLUTION



**WINNEBAGO COUNTY**  
— ILLINOIS —

**Cooperative Purchasing Contract #PEPPM 2018 - Pricing Proposal**  
**3-Year Contract: September 15, 2018 – September 14, 2021**

**Prepared by: Bill Kousoulas, M.S.**  
**6437 E. Riverside Blvd, Rockford, IL 61114**

**August 13, 2018**



**COMMITTED TO HELPING BUSINESS RUN SMOOTHLY**

**GORDON FLESCH COMPANY, INC**



## RECOMMENDED COPIER SOLUTION FLEET

### States Attorney's Office

	Replace XLS	Current XLS
1--5 <sup>th</sup> Floor--iR 4551i, Fax, Inner Finisher, Hi Capacity CFU	#187	Auction
2--6 <sup>th</sup> Floor--iR 6555i, Fax, External Finisher	#195	Auction
3--6 <sup>th</sup> Floor--iR C5550, Inner Finisher, Hi Capacity CFU	#203	Auction
4--7 <sup>th</sup> Floor--iR 6555i, External Finisher, Fax	#216	Auction
33--2 <sup>nd</sup> Floor DUI--iR 6555i, Finisher, Fax	#483	Auction

### County Clerk

5--Birth/Death —iR C5550i, Fax, Inner Finisher, CFU, Paper Deck	#253	Redeploy 4051
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### Purchasing

6--Purchasing--iR 4535i, Fax, Inner Finisher, CFU	#262	Redeploy to HD
7--Central Stores--iR C5560i, Fax, CFU, External Finisher	#263	Redeploy to MP

### Human Resources

8--Reception--iR C5550i, Fax, Inner Finisher, CFU	#281	Keep in HR
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### Supervisor of Assessments

9--RM#301--iR C5535i, Inner Finisher, Stand	#288	Redeploy 4025
10--RM#301--iR C5550i, Fax, Inner Finisher, CFU	#290	Redeploy 4051

### Finance

11--5 <sup>th</sup> Floor--DR-G1100 Scanner	New	No Changes
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### County Board

12--Board Office--iR C5550i, Fax, Inner Finisher, CFU	#316	Redeploy 4051
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### River Bluff Nursing Home

13--Front Office--iR 4551i, Fax, Hi-Capacity CFU	#338	Redeploy 4025
14--Back Office--iR C5550i, Inner Finisher, CFU	#342	Redeploy C5030
15--"B"-Wing--iR1025iF (current machine)	#349	Redeploy #351
16--"C"-Wing--iR400iF, 2 <sup>nd</sup> Tray	#350	Auction
17--Admission--iR400iF, 2 <sup>nd</sup> Tray	#352	Redeploy 1025
18--"D" Wing--iR400iF, 2 <sup>nd</sup> Tray	#354	Auction
19--"E" Wing--iR400iF, 2 <sup>nd</sup> Tray	#355	Auction 1025
20--HC Serv--iR6555i, Finisher	#356	Redeploy 6255



## Animal Services

21—Office—iR C5535i, Fax, CFU, Inner Finisher

## Replace XLS

#383

## Current XLS

Redeploy Back

## Chief Judge

22--Juvenile Detention—iR C356i II, 2<sup>nd</sup> Tray

#425

New Unit

## Sheriff

23--Bond Out—iR4551, Fax, Fin, CFU

#448

Auction

24--Jail CJC--Property--iR C5560i, Hi Cap CFU, Inner Finisher

#450

Auction

25—Jail CJC--Booking, Canon iR8585i--External Finisher, Fax

#451

Auction

39--CJC--1<sup>st</sup> Floor--iR 4525i, Fax, Inner Finisher, CFU

#454

Auction

27—1<sup>st</sup> Floor Corrections--iR C5550i, Fax, Inner Finisher, CFU

#455

Redeploy 4051

28—1<sup>st</sup> Floor Patrol--iR C5535, CFU, Inner Finisher

#461

Redeploy RB Bsm

30--Civil Process—iR6555i, Fin

#469

Auction

31--Administration Detectives--iR 4551i, Inner Finisher, CFU

#475

Keep Unit

34—Jail CJC-2<sup>nd</sup> Floor Officer—iR C5535i, Stand, Fax

#504

Redeploy 4025

35—Jail CJC—Basement/ARM—iR400iF, 2<sup>nd</sup> Tray

#524

Auction

29—Sheriff's Records--CJC—iR 6555i, Fin

#466

Redeploy 6255

## Circuit Clerk

32--Pretrial—iR 4551i, Finisher, CFU

#478

Auction

37—Room 108—iR C5550i, Inner Finisher, Stand

#083

Redeploy 4025

## Maintenance

36—DT Maintenance —Canon iR C5535i, Stand, Fax

#027

Keep

## Public Defender

38—Public Defender Office —iR400iF, 2<sup>nd</sup> Tray

#120

Redeploy 1025

Please refer to PEPPM 2018 Special Contract Pricing

## GFC ImageCARE Solution New Equipment

**\$87,000.00 Down Payment + \$4,929.00 month for 36 months, \$1.00 out GFC Lease**

All Black images billed at \$.0049/each. All Color images billed at \$.03900/each (New Equipment)

All Black images billed at \$.006499/each. All Color images billed at \$.04899/each (Existing Equipment)

## Service pricing locked for 36 Months

Includes all toner and all service, including replacement parts, all labor, all preventative maintenance, all emergency calls, travel time, equipment modernization, and a replacement guarantee.



COMMITTED TO HELPING BUSINESS RUN SMOOTHLY



### Network Consultation, Installation and Support

Network Connected Installations include the services of the GFC Digital Support Specialist and Business Analyst Team to manage System integration and training as well as unlimited free access to our Technical Support Center. Delivery, Equipment Installation, Start-Up Supplies and Training Included.

**Delivery, Equipment Installation, Start-Up Supplies and Training Included**

