

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

Thursday, January 16, 2025  
5:30 PM

**Present:**

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

**Absent:**

John Butitta

**Others Present:**

Patrick Thompson, County Administrator  
Steve Schultz, Chief Financial Officer  
Lafakeria Vaughn, State's Attorney's Office  
Chris Dornbush, Chief Operations Officer  
Shawn Franks, Director, Facilities  
Dan Magers, IT Department  
Theresa Grennan, Treasurer's Office  
Rick Ciganek, WCSO  
Ryan Heavin, WCSO  
Dominic Barcellona, Retired Deputy Chief WCSO

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – December 5, 2024
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign-up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgment by the chair, please stand and state your name. Thank you.
- E. Resolution Awarding Air Duct Cleaning for County Administration Building Using CIP 2024 Funds  
Cost: \$34,800
- F. Resolution Awarding Purchase of Two Detective Squad Vehicles for Sheriff's Office Using CIP-PSST 2025 Funds  
Cost: \$ 111,304
- G. Resolution Awarding Purchase of Two Civil Process Squad Vehicles for Sheriff's Office Using CIP-PSST 2025 Funds  
Cost: \$111,909

- H. Resolution Awarding Purchase of Six Patrol Vehicles for Sheriff's Office Using CIP-PSST 2025 Funds  
Cost: \$430,575
- I. Resolution Awarding VMWare Annual Licensing  
Annual Cost: \$17,608 3-Year Renewal Cost: \$52,823
- J. Future Agenda Items
- K. Adjournment

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

### **Roll Call**

Chairperson McDonald yes, Mr. Arena yes, Ms. Hanserd yes, Mr. Hoffman yes, Mr. Salgado yes, Mr. Thompson yes.

### **Approval of Minutes –December 5, 2024**

Chairperson McDonald called for a motion to approve the minutes of December 5, 2024.

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

Chairperson McDonald called for any discussion.

The motion was passed by a unanimous voice vote.

### **Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda because no one was present to speak.

### **Resolution Awarding Air Duct Cleaning for County Administration Building Using CIP 2024 Funds**

**Cost: \$34,800**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

Chairperson McDonald called for any discussion.

- Discussion followed.

Chairperson McDonald called for any further discussion.

Chairperson McDonald called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

### **Resolution Awarding Purchase of Two Detective Squad Vehicles for Sheriff's Office Using CIP-PSST 2025 Funds**

**Cost: \$ 111,304**

### **Resolution Awarding Purchase of Two Civil Process Squad Vehicles for Sheriff's Office Using CIP-PSST 2025 Funds**

**Cost: \$111,909**

### **Resolution Awarding Purchase of Six Patrol Vehicles for Sheriff's Office Using CIP-PSST 2025 Funds**

**Cost: \$430,575**

Chairperson McDonald asked if Items F., G., and H. for the Sheriff's Office could be combined for approval. These items include: F. a resolution for two detective squad vehicles, G. a resolution

for two civil process squad vehicles, and H. a resolution for six patrol vehicles. The committee members unanimously agreed to group these three resolutions together for approval.

Motion: Chairperson McDonald. Second: Ms. Hanserd.

Chairperson McDonald called for any discussion.

- Discussion followed.

Chairperson McDonald called for any further discussion.

Chairperson McDonald called for a vote to approve resolutions F. G. and H.

The motion to approve the three resolutions was passed by a unanimous voice vote.

### **Resolution Awarding VMWare Annual Licensing**

**Annual Cost: \$17,608 3-Year Renewal Cost: \$52,823**

Motion: Chairperson McDonald. Second: Mr. Salgado.

Chairperson McDonald called for any discussion.

- Discussion followed.

Chairperson McDonald called for any further discussion.

Chairperson McDonald called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

### **Future Agenda Items**

No future items were reported.

### **Motion to Adjourn**

Chairperson McDonald called for a motion to adjourn.

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

The motion to adjourn was passed by a unanimous voice vote.

Respectfully submitted,

Nancy Bleile  
Executive Assistant