

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

Thursday, May 15, 2025
5:30 PM

Present:

Keith McDonald, **Chairperson**
Valerie Hanserd, Vice Chairperson
Paul Arena
John Butitta
Michael Thompson

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Hope Edwards, Director, Purchasing (Staff Liaison)
Lafakeria Vaughn, State's Attorney's Office
Chris Dornbush, Chief Operations Officer
Shawn Franks, Facilities Director

Absent:

Joe Hoffman

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –May 1, 2025
- 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. Public Hearing – Rural Transit IDOT Vehicle Grant
- F. Resolution Authorizing Application for a Capital Assistance Grant for Paratransit Vehicle(s) Under the Illinois Department of Transportation's General Authority to Make Such Grants
- G. Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement
- H. Ordinance to Provide Public Transportation in the Rural Areas of Winnebago County, Illinois
- I. Resolution Authorizing Execution of the Acceptance of the Special Warranty (Grant for Rural Transportation)
- J. Resolution to Approve the Intergovernmental Agreement for the Public Safety Building by and Between the County of Winnebago and the City of Rockford
- K. Resolution Declaring Vacancy in Winnebago County Board District 12
- L. Resolution Awarding Purchase of Transit Van for Coroner's Office Using Fee Funds
Cost: \$67,807
- M. Resolution Awarding Replacement of 1st Floor Air Handler at Adult Probation and Wellness Center using CIP 2025 Funds
Cost: \$97,720

- N. Resolution Awarding Parking Lot Repaving for the Juvenile Justice Center Using CIP 2023 Funds
Cost: \$170,458
- O. Resolution Awarding Purchase of Replacement Truck for Winnebago County Sheriff's Office using CIP PSST 2025 Funds
Cost: \$55,000
- P. Future Agenda Items
- Q. Adjournment

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

Roll Call

Chairperson McDonald yes, Mr. Arena yes, Mr. Butitta yes, Ms. Hanserd yes, Mr. Thompson yes.

A quorum is present.

Approval of Minutes – May 1, 2025

Chairperson McDonald called for a motion to approve the May 1, 2025, minutes.

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.

Public Hearing – Rural Transit IDOT Vehicle Grant

Chairperson McDonald read the public hearing statement for the Rural Transit IDOT Vehicle Grant.

Chairperson McDonald called for any comments or questions.

- Discussion followed.

Chairperson McDonald asked if there were any further comments or questions. Since there were no responses, the Public Hearing was closed.

Resolution Authorizing Application for a Capital Assistance Grant for Paratransit Vehicle(s) Under the Illinois Department of Transportation's General Authority to Make Such Grants

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 Authorizing Execution and Amendment of Section 5311 Grant Agreement

Motion: Chairperson McDonald. Second: Mr. Thompson.

Mr. Patrick Thompson advised that the following two items, **Item H. Ordinance to Provide Public Transportation in the Rural Areas of Winnebago County, Illinois**, and **Item I. Resolution Authorizing Execution of the Acceptance of the Special Warranty (Grant for Rural Transportation)**, could be discussed together along with Item G. Mr. Patrick Thompson reviewed Items G., H., and I.

Chairperson McDonald called for any further discussion on Items G., H., and I.

- Discussion followed.

Chairperson McDonald called for any further discussion of Item G.

Chairperson McDonald called for a vote to approve Item G.

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

Ordinance to Provide Public Transportation in the Rural Areas of Winnebago County, Illinois

Motion: Chairperson McDonald. Second: Mr. Arena.

Chairperson McDonald called for any further discussion of Item H.

Chairperson McDonald called for a vote to approve Item H.

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

Resolution Authorizing Execution of the Acceptance of the Special Warranty (Grant for Rural Transportation)

Motion: Chairperson McDonald. Second: Ms. Hanserd.

Chairperson McDonald called for any further discussion of Item I.

- Discussion followed.

Chairperson McDonald called for a vote to approve Item I.

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

Resolution to Approve the Intergovernmental Agreement for the Public Safety Building by and Between the County of Winnebago and the City of Rockford

Motion: Chairperson McDonald. Second: Mr. Arena.

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 Declaring Vacancy in Winnebago County Board District 12

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 Transit Van for Coroner's Office Using Fee Funds

Cost: \$67,807

Motion: Chairperson McDonald. Second: Mr. Thompson.

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 Replacement of 1st Floor Air Handler at Adult Probation and Wellness Center using CIP 2025 Funds

Cost: \$97,720

Motion: Chairperson McDonald. Second: Mr. Butitta.

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 Parking Lot Repaving for the Juvenile Justice Center Using CIP 2023 Funds

Cost: \$170,458

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 Replacement Truck for Winnebago County Sheriff's Office using CIP PSST 2025 Funds

Cost: \$55,000

Motion: Chairperson McDonald. Second: Mr. Thompson.

Chairperson McDonald called for any discussion.

- Discussion followed.

Chairperson McDonald called for any further discussion, comments, or questions.

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

- None reported.

Motion to Adjourn

Chairperson McDonald called for a motion to adjourn.

Motion: Mr. Thompson. Second: Mr. Butitta.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned.

Respectfully submitted,

Nancy Bleile
Executive Assistant