

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

Thursday, September 18, 2025
5:30 PM

Present:

Valerie Hanserd, Vice Chairperson
John Butitta
Joe Hoffman
Michael Thompson
Christina Valdez

Absent:

Keith McDonald
Paul Arena, Chairperson

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Hope Edwards, Director, Purchasing (Staff Liaison)
Lafakeria Reuter, State's Attorney's Office
Chris Dornbush, Chief Operations Officer
Rick Ciganek, WCSO
Shawn Franks, Facilities
Tom Lawson, Circuit Clerk
Theresa Grennan, Treasurer
Todd Marshall, LEHP, Director, Environmental Health Improvement, WCHD
Dr. Sandra Martell, RN, DNP, Public Health Administrator, WCHD
John Giliberti, State's Attorney's Office
Ashley Spohr, Director, Community Development
John Sweeney, County Board Member

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – August 28, 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. Resolution Awarding Replacement of 3rd Floor Air Handler at Adult Probation Building Using CIP 2026 Funds
Cost: \$98,230
- F. Resolution Awarding Repairs to the Outdoor Warning Sirens County-Wide Using CIP 2026 Funds
Cost: \$129,143
- G. Discussion: Code Enforcement
- H. Discussion: Public Safety Building Roof Replacement
- I. Future Agenda Items
- J. Adjournment

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

Roll Call

Vice Chairperson Hanserd, yes; Mr. Butitta, yes; Mr. Hoffman, yes; Dr. Thompson, yes; Ms. Valdez, yes.

A quorum is present.

Approval of Minutes – August 28, 2025

Vice Chairperson Hanserd called for a motion to approve the minutes of August 28, 2025.

Motion: Ms. Valdez. Second: Mr. Hoffman.

Vice Chairperson Hanserd called for a vote to approve the minutes.

The motion was passed by a unanimous voice vote.

Public Comment

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

Resolution Awarding Replacement of 3rd Floor Air Handler at Adult Probation Building Using CIP 2026 Funds

Cost: \$98,230

Motion: Vice Chairperson Hanserd. Second: Dr. Thompson.

Mr. Patrick Thompson summarized the details of the resolution.

Vice Chairperson Hanserd called for any questions or concerns.

- A discussion followed concerning the resolution.

Vice Chairperson Hanserd called for a vote to approve the resolution.

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

Resolution Awarding Repairs to the Outdoor Warning Sirens County-Wide Using CIP 2026 Funds

Cost: \$129,143

Motion: Vice Chairperson Hanserd. Second: Dr. Thompson.

Mr. Patrick Thompson reviewed the resolution.

Vice Chairperson Hanserd called for any questions or concerns.

- A discussion followed.
- Agenda Item – Maintenance of Outdoor Warning Siren Units

Vice Chairperson Hanserd called for a vote to approve the resolution.

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

Discussion: Code Enforcement

Mr. Patrick Thompson stated that Ms. Spohr, Dr. Martell, and Mr. Marshall are present to discuss Code Enforcement. Vice Chairperson Hanserd called for Ms. Spohr, Dr. Martell, and Mr. Marshall to share information on code enforcement.

- A discussion followed.

Discussion: Public Safety Building Roof Replacement

Mr. Patrick Thompson discussed the need to replace the roof of the Public Safety Building. Mr. Franks and Mr. Dornbush were asked to provide more details.

- A discussion followed.

Future Agenda Items

No future items were reported.

Motion to Adjourn

Vice Chairperson Hanserd called for a motion to adjourn the meeting.

Motion: Dr. Thompson. Second: Ms. Valdez.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned.

Respectfully submitted,

Nancy Bleile

Executive Assistant