

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

Thursday, December 4, 2025  
5:30 PM

**Present:**

Paul Arena, Chairperson  
Valerie Hanserd, Vice Chairperson  
John Butitta  
Joe Hoffman  
Keith McDonald  
Michael Thompson, Virtual at 5:58 pm  
Christina Valdez

**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, Chief Deputy, WCSO  
Shawn Franks, Director, Facilities  
Tom Jakeway, Court Administration  
Nicole Ticknor, Dep. Court Admin., 17th Judicial Circuit Court  
John Penney, County Board Member (Virtual)  
John Sweeney, County Board Member  
Angie Goral, County Board Member (Virtual)  
Ray Thompson, County Board Member (Virtual)  
Clayton Nelson, Huffman Keel Partners Inc.  
Lindsey D'Agnolo, Heyl Royster

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –November 20, 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 Purchase of Six Replacement Patrol Vehicles for Winnebago County Sheriff's Office using CIP 2026 Funds  
Cost: \$469,688
- F. Resolution Awarding Purchase of Two Replacement Vehicles for the Winnebago County Sheriff's Office using CIP 2026 Funds  
Cost: \$158,831
- G. Resolution Awarding Purchase of Replacement COPS Unit Vehicles for the Winnebago County Sheriff's Office using CIP 2026 Funds  
Cost: \$47,591
- H. Resolution Awarding Purchase of SWAT Replacement Vests for the Winnebago County Sheriff's Office using CIP 2026 Funds  
Cost: \$100,606

- I. Resolution Authorizing Contract Agreement Between the County of Winnebago, Illinois and ForceMetrics
- J. Discussion - Public Safety Building Update from Huffman Keel
- K. Resolution to Submit an Advisory Referendum to the Voters of Winnebago County, Illinois Regarding the Federal Scholarship Tax Credit
- L. Closed Session to Discuss Pending Litigation
- M. Other Matters
- N. Future Agenda Items
- O. Adjournment

Chairperson Arena called the meeting to order at 5:33 PM.

### **Roll Call**

Chairperson Arena, yes; Mr. Butitta, yes; Ms. Hanserd, yes; Mr. Hoffman, yes; Mr. McDonald, yes; Ms. Valdez, yes.

A quorum is present.

### **Approval of Minutes – November 20, 2025**

Chairperson Arena called for a motion to approve the minutes of November 20, 2025.

Motion: Ms. Hanserd. Second: Mr. Hoffman.

Chairperson Arena called for any discussion.

Chairperson Arena called for a vote to approve the minutes.

The motion was passed by a unanimous voice vote.

### **Public Comment**

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

### **Resolution Awarding Purchase of Six Replacement Patrol Vehicles for Winnebago County Sheriff's Office using CIP 2026 Funds**

**Cost: \$469,688**

Motion: Chairperson Arena. Second: Ms. Hanserd.

Mr. Patrick Thompson referenced handouts, provided details of the resolution, and called for questions.

- A discussion followed.

Chairperson Arena called for any other questions.

Chairperson Arena 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 Replacement Vehicles for the Winnebago County Sheriff's Office using CIP 2026 Funds**

**Cost: \$158,831**

Motion: Chairperson Arena. Second: Ms. Valdez.

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any questions.

- A discussion followed.

Chairperson Arena called for any further discussion or questions.

Chairperson Arena 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 COPS Unit Vehicles for the Winnebago County Sheriff's Office using CIP 2026 Funds**

**Cost: \$47,591**

Motion: Chairperson Arena. Second: Ms. Hanserd.

Mr. Patrick Thompson reported that the resolution concerns one vehicle for the Community Oriented Policing Services (COPS) Unit, with a total cost of \$48,591. The original resolution summary was \$1,000 lower because the dealer expected a \$2,250 rebate, but the rebate is \$1,000 lower, requiring an update to the resolution.

Chairperson Arena called for any questions or comments and stated that an amendment would be made to correct the dollar amount in the published version of the resolution.

Motion: Chairperson Arena moved that, in the sixth paragraph, beginning with "Now, Therefore Be It Resolved," in the second-to-last line, where it says "in the amount of \$45,225," instead read "in the amount of \$46,225." Second: Ms. Valdez.

Chairperson Arena called for any discussion.

Chairperson Arena called for a vote to approve the amendment to the resolution.

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

Chairperson Arena called for any discussion on the amended resolution.

Chairperson Arena called for a vote to approve the resolution as amended.

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

**Resolution Awarding Purchase of SWAT Replacement Vests for the Winnebago County Sheriff's Office using CIP 2026 Funds**

**Cost: \$100,606**

Motion: Chairperson Arena. Second: Mr. Hoffman.

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any discussion or questions.

- A discussion followed.

Chairperson Arena called for any further discussion.

Chairperson Arena called for a vote to approve the resolution.

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

**Resolution Authorizing Contract Agreement Between the County of Winnebago, Illinois and ForceMetrics**

Motion: Chairperson Arena. Second: Mr. Hoffman.

Mr. Patrick Thompson reviewed the resolution and called for any questions.

- A discussion followed.

Chairperson Arena called for any other questions or discussion.

Chairperson Arena called for a vote to approve the resolution.

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

Dr. Michael Thompson, Mr. Ray Thompson, Ms. Goral, and Mr. Penney verbally advised that they are now connected via Zoom.

Chairperson Arena called for a motion to include board member Dr. Michael Thompson in the meeting.

Motion: Ms. Hanserd. Second: Ms. Valdez.

Chairperson Arena called for a vote to include Dr. Michael Thompson in the meeting.

The motion was passed by a unanimous voice vote.

Dr. Michael Thompson was welcomed to the meeting at 5:58 PM.

### **Discussion - Public Safety Building Update from Huffman Keel**

Mr. Patrick Thompson introduced Mr. Clayton Nelson of Huffman Keel to the meeting. Mr. Nelson provided an update on the PSB Family Court Center project.

Chairperson Arena called for any questions or discussion.

- A discussion followed.

Chairperson Arena called for any other questions or comments.

### **Resolution to Submit an Advisory Referendum to the Voters of Winnebago County, Illinois Regarding the Federal Scholarship Tax Credit**

Motion: Chairperson Arena. Second: Ms. Valdez and Dr. Michael Thompson.

Mr. Sweeney reviewed the resolution.

- A discussion followed.

Chairperson Arena called for any other questions or discussion.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a majority voice vote. Ms. Hanserd was the one dissenting vote.

### **Closed Session to Discuss Pending Litigation**

Chairperson Arena called for a motion to enter closed session to discuss pending litigation.

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

### **Roll Call**

Chairperson Arena, yes; Mr. Butitta, yes; Ms. Valdez, yes; Ms. Hanserd, yes; Mr. Hoffman, yes; Mr. McDonald, yes; Dr. Michael Thompson, yes.

Chairperson McDonald – No action was taken during the closed session.

### **Other Matters**

None reported.

### **Future Agenda Items**

None reported.

### **Motion to Adjourn**

Chairperson Arena called for a motion to adjourn the meeting.

Motion: Ms. Valdez. Second: Ms. Hanserd.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned at 7:12 PM.

Respectfully submitted,

Nancy Bleile  
Executive Assistant