

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

Thursday, March 5, 2026
5:30 PM

Present:

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

Absent:

Joe Hoffman
Keith McDonald
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
Dan Magers, Chief Information Officer
Dr. Sandra Martell, RN, DNP, Public Health Administrator, WCHD
Todd Marshall, LEHP, Director, Environmental Health Improvement, WCHD
John Sweeney, County Board Member

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –February 5, 2026
- 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. Ordinance Amending Chapter 50, Article III (Food Code) of the Winnebago County Code of Ordinances
- F. Resolution of the County of Winnebago, Illinois in Support of the Illinois America250 Commemoration
- G. Resolution Awarding Purchase of Court Docket Software for the Family Court Center Using Owner-Direct Funds
Cost: \$39,104
- H. Resolution Awarding PC Replacement Project
Cost: \$460,697
- I. Other Matters
- J. Future Agenda Items
- K. Adjournment

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

Roll Call

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

A quorum is present.

Approval of Minutes – February 5, 2026

Chairperson Arena called for a motion to approve the minutes of February 5, 2026.

Motion: Mr. Butitta. Second: Ms. Hanserd.

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.

Ordinance Amending Chapter 50, Article III (Food Code) of the Winnebago County Code of Ordinances

Motion: Chairperson Arena. Second: Mr. Butitta and Dr. Thompson.

Mr. Patrick Thompson stated that Dr. Martell and Mr. Marshall are present to provide details of the ordinance. Dr. Martell reviewed the summary of the changes.

Chairperson Arena called for any questions.

- A discussion followed.

Chairperson Arena called for any other questions.

Chairperson Arena called for a vote to approve the ordinance.

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

Resolution of the County of Winnebago, Illinois in Support of the Illinois America250 Commemoration

Motion: Chairperson Arena. Second: Dr. Thompson.

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any 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 Court Docket Software for the Family Court Center Using Owner-Direct Funds

Cost: \$39,104

Motion: Chairperson Arena. Second: Ms. Hanserd.

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any questions or comments.

- A discussion followed.

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 PC Replacement Project

Cost: \$460,697

Motion: Chairperson Arena. Second: Ms. Hanserd.

Mr. Patrick Thompson reviewed the resolution and mentioned that Dan Magers is present to provide additional information.

Chairperson Arena called for any questions.

- A discussion followed.

Chairperson Arena called for a vote to approve the resolution.

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

Other Matters

No other matters were reported.

Future Agenda Items

- Follow up next month on Winnebago County Animal Services' procedure for communicating with the veterinarians.

Motion to Adjourn

Chairperson Arena called for a motion to adjourn the meeting.

Motion: Ms. Hanserd. Second: Dr. Thompson.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Nancy Bleile
Executive Assistant