



**McHenry County**  
**Finance & Audit - Public Meeting**  
**MINUTES**

April 3, 2025, 9:30 AM  
County Board Conference Room  
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Members Present: Michael Skala, Brian Sager, Carolyn Campbell, Terri Greeno, Eric Hendricks,  
Larry Smith

Members Absent: John Collins

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**1. CALL TO ORDER**

Meeting called to order at: 8:30 A.M.

Also present: Peter Austin, County Administrator; Scott Hartman, Deputy County Administrator; Kerri Wisz, CFO; Alejandro Benitez, Chief County Assessment Officer; Joe Tirio, County Clerk/Recorder; Tom Burroughs, Director of Facilities; Dr. Rein, County Coroner; Kathy Keefe, Clerk of the Circuit Clerk; Adam Wallen, Director of Planning & Development; Adam Letendre, Director of Procurement and Special Services; County Board Member Thomas (TEAMs); Randy Sinitean, Assistant Director of ETSB; Suzanne Ziebart, Director of Human Resources; Sandra Salgado, Sheriff's Office Business Manager; Derik Morefield, Interim Marengo City Administrator; Kirsta Ehmke, Wold Architects.

**2. MINUTES APPROVAL**

**Mover:** Sager

**Second:** Campbell

To approve the minutes of the March 6, 2025 meeting.

Absent (2): Collins, and Hendricks

**Not Recommended**

2.1 Finance & Audit - Public Meeting - Mar 6, 2025 8:30 A.M.

**3. PUBLIC COMMENT**

None.

**4. MEMBERS' COMMENTS**

None.

## 5. NEW BUSINESS

- 5.1 8:30 - Rebekkah Burtcher - Board of Review
- 5.2 8:40 - Wayne Skonieczny - Board of Review
- 5.3 Deliberation and Selection for the Board of Review

Mr. Hendricks arrives in person at 9:31 A.M.

**Mover:** Sager

**Second:** Smith

To approve the remote attendance of Mr. Hendricks. at 9:00 A.M.

Abstain (1): Hendricks

Absent (1): Collins

**Not Recommended**

- 5.4 Resolution Authorizing the Appointment of \_\_\_\_\_ to Become a McHenry County Board of Review Member (18)

**Mover:** Greeno

**Second:** Campbell

To approve Rebekkah Burtcher as a member of the Board of Review to replace Sharon L. Bagby, who is retiring as a Board of review Member effective May 31, 2025.

Aye (6): Skala, Sager, Campbell, Greeno, Hendricks, and Smith

Absent (1): Collins

**Recommended with Changes (6 to 0)**

## 6. ROUTINE CONSENT AGENDA

**Mover:** Greeno

**Second:** Sager

To approve the remaining items of the routine consent agenda.

Aye (7): Skala, Sager, Campbell, Collins, Greeno, Hendricks, and Smith

**Recommended (7 to 0)**

- 6.1 Resolution Extending the Term of the Temporary Community Development Specialist Position through FY25 (10)

**Mover:** Greeno

**Second:** Sager

To extend one (1.0 FTE) Temporary Community Development Position term to November 30, 2025.

**Recommended**

6.2 Resolution Authorizing a Line Item Transfer for Vital Records Software Payment (14)

**Mover:** Greeno

**Second:** Sager

To approve a line item transfer for payment to DevNet for vital record software fees.

**Recommended**

6.3 Authorizing a contract with Patriot Maintenance Inc. of Mundelein, IL for the 2025 McHenry County Government Center (MCGC) West Parking Lot South 50% Sealcoating, Crack Filling, Traffic Marking/Line Striping Project (16)

**Mover:** Greeno

**Second:** Sager

Authorizing a contract with Patriot Maintenance Inc., Mundelein, IL, for 2025 McHenry County Government Center West Parking Lot Sealcoating, Crack Filling, Traffic Marking/Line Striping.

**Recommended**

6.5 Resolution Supporting Upgrade of Cradlepoint Wireless Routers and Enterprise Routers for McHenry County Fire Agency Dispatch (29)

**Mover:** Greeno

**Second:** Sager

To support the McHenry County Emergency Telephone System Board upgrade and installation of Cradlepoint wireless routers and Enterprise routers with a 5-year NetCloud service.

**Recommended**

6.7 Resolution Authorizing Annual Enhancements and Modifications to iJustice Case Management Software FY 2024-25 (41)

**Mover:** Greeno

**Second:** Sager

The attached Resolution is for FY 2024-25 annual iJustice case management software enhancements & modifications to be contracted with ISS (Integrated Software Specialists, Inc.) under the current ISS Support & Maintenance contract pricing for consulting services, as approved by the Circuit Clerk and Chief Judge.

**Recommended**

6.8 Resolution Authorizing ISS iJustice Annual Support and Maintenance FY 2024-25 Budget (41)

**Mover:** Greeno

**Second:** Sager

The attached Resolution is for payment of annual support & maintenance on the Circuit Clerk's iJustice case management software for the McHenry County Circuit Clerk, Court Services and 22nd Judicial Circuit Specialty Courts.

**Recommended**

- 6.9 Approval of a Three-Year Contract with Scram Systems of Illinois Inc to Provide Court Monitoring (GPS, EM, CAM & Equipment Cost) Services for the 22nd Judicial Circuit Court and Authorization for an Expenditure Over \$30,000.00 (42)

**Mover:** Greeno

**Seconded:** Sager

Approval of an expenditure greater than \$30,000.00 to provide electronic monitoring services to the 22<sup>nd</sup> Judicial Circuit.

**Recommended**

- 6.4 Resolution Authorizing McHenry County to Enter into a Loan Agreement with the City of Marengo for the DCEO Regional Site Readiness Program (18)

Pulled for discussion by Chairman Skala.

Peter Austin, County Administrator, and Derik Morefield, Interim Marengo City Administrator, joined the committee to discuss the resolution.

The committee discussed a proposed \$750,000 county loan intended to support a utility extension project near the Route 90 interchange, designed to complement a \$3 million grant. The loan was viewed as a strategic investment to spur economic development in the area.

Initial repayment discussions centered on the City of Marengo returning 10% of new revenues generated by the development. However, through committee dialogue, the structure evolved into a progressive repayment model: 10% in years one and two, 15% in years three through five, and 20% from year six onward. The loan was structured with a 20-year maturity date, with the possibility of a five-year extension. It was clarified during the meeting that this timeframe was not a rigid cap, but rather a flexible structure designed to accommodate project performance and the pace of revenue generation.

Committee members raised several concerns, including the absence of an interest rate, the open-ended nature of the repayment timeline, the lack of collateral, and uncertainties around the project's development schedule. Members also clarified that county funds would not be disbursed upon execution of the agreement but would instead be released at the time of actual project expenses, ensuring that disbursements aligned with tangible development milestones.

Mr. Morefield explained that Marengo operates on a \$5 million general fund budget, with \$1 million allocated to police pensions. Despite the financial risk, the Marengo City Council had unanimously supported the project, citing its significant economic development potential for the community.

County Board members expressed a range of views. Mr. Smith advocated for including an interest rate and more clearly defined repayment terms. Mr. Sager characterized the proposal as a long-term economic investment. Ms. Greeno recommended applying a modest interest rate to at least recover county costs, while Mr. Hendricks supported a more flexible approach to promote collaboration and innovation.

Potential benefits discussed included expanding the tax base, attracting new businesses, and reducing the overall property tax burden through broader development. However, several issues remained unresolved, including the precise development timeline, repayment enforcement mechanisms, and the handling of potential tax incentives. The committee agreed that the proposal required refined language and should be revisited at a future Committee of the Whole meeting. The discussion reflected a balance between fiscal responsibility and advancing long-term economic growth.

At the end of the discussion, Chair Skala summarized the proposed changes to strengthen the agreement based on committee input. The phrase "intends to" would be revised to "shall use" to establish a clearer

commitment. The repayment schedule would follow the newly proposed progressive structure: 10% in years one and two, 15% in years three through five, and 20% from year six onward. The loan would have a 20-year maturity date with an optional five-year extension. Additionally, funds would be disbursed at the time of actual project expenses rather than at the execution of the agreement. Chair Skala emphasized that these changes were meant to address concerns raised by members while allowing the project to move forward in a more transparent and responsible manner.

Following the vote, Mr. Morefield stated that it was best for the county to proceed by drafting language that reflected the discussion and addressed the City Council's needs. He noted that, based on his understanding of the Council, he believed a strong case could be made for the updated recapture percentages, which demonstrated shared success and mutual benefit. Mr. Morefield offered to attend a future City Council meeting to support the proposal if needed and expressed his appreciation for the opportunity to collaborate. He reiterated that the shared goal was to work together to ensure the project's success.

Mr. Sager leaves at 11:00 A.M.

**Mover:** Sager

**Second:** Campbell

To enter into a loan agreement with the City of Marengo for the DCEO Regional Site Readiness Program.

Aye (2): Sager, and Campbell

Nay (4): Skala, Greeno, Hendricks, and Smith

Absent (1): Collins

**Not Recommended (2 to 4)**

- 6.6 Resolution Authorizing the McHenry County Coroner Office and Autopsy Suite Renovation Project, approving a Budget and Authorizing a Contract with Stuckey Construction of Waukegan, Illinois (31)

Pulled for discussion by Chairman Skala

Dr. Rein, County Coroner, and Kirsta Ehmke, Wold Architects, joined the committee to discuss the resolution.

The committee discussed a proposed refrigeration system upgrade for the Coroner's Office. The current system had the capacity to hold nine bodies—seven in a cooler and two in a freezer. Although the system was ten years old, it was still functioning without any maintenance issues.

The proposed upgrade aimed to increase the overall capacity from nine to fourteen bodies by installing two separate units: a larger cooler and a new freezer. This would require a reconfiguration of the existing space. The total estimated cost for the equipment, shipping, and installation was approximately \$524,000, with the cooler estimated at \$170,000 and the freezer at \$90,000.

The rationale for the upgrade included the need for redundancy in emergency situations, the ability to accommodate potential future needs, and addressing occasional overcapacity issues that had occurred six to eight times in recent years. The plan also considered the possibility of installing a future stackable unit at an additional cost of around \$50,000.

Additional considerations included the fact that the current system's compressor was ten years old and out of warranty. There were concerns about the feasibility of reusing existing equipment, as the manufacturer had expressed that incorporating old components into a new system could void the warranty.

Contingency plans were also discussed. The Coroner's Office had agreements with neighboring counties such as Kane and Winnebago to manage overflow situations, and there was also the potential to utilize funeral home facilities if needed.

Mr. Smith leaves the meeting at 11:15 A.M.

**Mover:** Greeno

**Second:** Hendricks

To approve a resolution authorizing the McHenry County Coroner Office and Autopsy Suite renovation project, approving a budget and authorizing a contract with Stuckey Construction of Waukegan, Illinois.

Aye (4): Skala, Campbell, Greeno, and Hendricks

Absent (3): Sager, Collins, and Smith

**Recommended (4 to 0)**

## **7. OLD BUSINESS**

- 7.1 Resolution Authorizing a Contract with Wold Architects and Engineers of Palatine, Illinois for a Space Needs Analysis (18)

**Mover:** Hendricks

**Second:** Greeno

To authorize a contract with Wold Architects and Engineers of Palatine, Illinois for a space needs analysis for a lump sum fee of \$32,500 plus reimbursable expenses.

Aye (4): Skala, Campbell, Greeno, and Hendricks

Absent (3): Sager, Collins, and Smith

**Recommended (4 to 0)**

## **8. ADVANCE McHENRY COUNTY**

Ms. Greeno leaves the meeting at 11:28 and a quorum is lost.

## **9. DISCUSSION**

None.

## **10. REPORTS**

None.

10.1 Chief Financial Officer

10.2 Contingency Reports

10.3 Economic Development Corporation

10.4 Naturally McHenry County

## **11. EXECUTIVE SESSION (AS NECESSARY)**

None.

## **12. ADJOURNMENT**

Chairman Skala calls the meeting to an end at 11:30 A.M.