



**Minutes of the
BOH Policy Committee Meeting
Wednesday, April 8, 2026 at 5:00 pm
555 North Court Street
Room 221
Rockford, IL 61103**

Members Present: Derrick Kunz (chair); Angie Goral (vice-chair), Dr. Helland, Dr. John Halversen, Jonathan Logemann

Members Absent: Dr. Allen Williams (Ex-Officio), Lori Thompson

WCHD Staff Present: Dr. Martell, Michael Jarvis, Stephanie Bahling (recorder)

Legal Counsel: ASA Lafakeria Reuter, Luke Carlson (not present)

Derrick Kunz called the policy committee meeting to order at 5:01 pm.

1. **Approval of Agenda** – Derrick entertained a motion to approve the April 8, 2026 Policy Committee meeting agenda which was provided by Dr. John Halversen, seconded by Dr. David Helland, all were in favor, unanimously approved, motion carries. Ayes (4), Nays (0), Absent (2).
2. **Approval of January 14, 2026 meeting minutes** – Derrick entertained a motion to approve the January 14, 2026 meeting minutes which was provided by Angie Goral, seconded by Dr. David Helland, all were in favor and the January 14, 2026 meeting minutes were approved. Ayes (4), Nays (0), Absent (2).
3. Policies for Consideration – *None*
4. Lien Waiver for Consideration
 - a. Lien Waiver #26-001 – 601 Vista Terrace, Rockford, IL PIN: 11-21-304-03: Dr. Martell reported that a lien waiver request was received for the property located at 601 Vista Terrace which had been demolished in an effort to address the blighted property. Dr. Martell referenced the information included in the meeting packet and advised that the total amount of the lien was \$16,215.78. Dr. Martell informed the board that the requester attempted to purchase the property from the Northern Illinois Land Bank and was informed about the lien on the property which resulted in the lien waiver request. During the discussion, Dr. Martell informed the board that instead of waiving the entire amount of the lien, that WCHD recommends reducing the lien amount to the vacant land fair market value of \$1536.36. Dr. Martell indicated that the lien reduction would include the following conditions: the property remains vacant and undeveloped; the property remains as an R1 residential classification; the property taxes are paid on time, without delinquency and the requestor retains ownership of the property for a minimum of three (3) years. After discussion, Derrick entertained a motion to approve the reduced lien waiver for \$1536.36 which was provided by Dr. David Helland, seconded by Dr. John Halversen, all were in favor and the reduced lien waiver was approved to advance to the full board for consideration. Ayes (5), Nays (0), Absent (1).
5. **Updates to Winnebago County Code: International Property Maintenance to be considered at May meeting:** Dr. Martell provided the board with an update regarding Winnebago County adopting the 2024 International Property Maintenance Code (IPMC) aligning with the adoption of the International Code Council (ICC). She indicated that the alignment reduces duplication and coordinates enforcement. Dr. Martell indicated that no action is needed from the Board of Health and advised that the county board will be considering the adoption during their meetings in May.
6. Additions – *None*
7. **Adjournment** – There being no additional business, Derrick entertained a motion to adjourn the April 8, 2026 Policy Committee Meeting which was provided by Dr. Helland, seconded by Angie Goral, all were in favor and the meeting adjourned at 5:29 pm.