

**MINUTES OF THE REGULAR MEETING  
OF THE GURNEE VILLAGE BOARD**

**GURNEE VILLAGE HALL  
MAY 16, 2016**

**Call to Order**

Mayor Kovarik called the meeting to order at 7:01 p.m.

**Other Officials in Attendance**

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Scott Drabicki, Village Engineer; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Chris Velkover, Information Systems Director; Tom Rigwood, Director of Public Works; Fred Friedl, Fire Chief; Kevin Woodside, Police Chief; Sandra Campbell, Deputy Police Chief; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

**Roll Call**

**PRESENT: 5- Wilson, Ross, Thorstenson, Balmes, Hood**  
**ABSENT: 1- Garner**

**Pledge of Allegiance**

Mayor Kovarik led the Pledge of Allegiance.

**A. PUBLIC COMMENT**

**Jerry Kolar  
3641 Highland**

Mr. Kolar said he was speaking tonight in regards to North Shore Water Reclamation District on behalf of over 300 property owners. He said to date he has been taxed over \$1400. He said this taxation should have been approved by Gurnee Ordinance and it was not. Mr. Kolar continued to say he is tired of paying taxes to North Shore and getting nothing in return. He stated this was forced on his area by a couple of engineers and an Ordinance was never created which is law.

Mayor Kovarik said we will get a meeting together with Village Attorney Winter.

Mr. Kolar said they will need more than the three of them.

Mayor Kovarik asked who else he wanted at the meeting.

Mr. Kolar said he would talk to her after tonight's Board meeting.

**B. APPROVAL OF CONSENT AGENDA**

It was moved by Trustee Balmes, seconded by Trustee Ross to approve the Consent Agenda as presented.

**Roll call,**

**AYE: 5- Wilson, Ross, Thorstenson, Balmes, Hood**

**NAY: 0- None**

**ABSENT: 1- Garner**

**Motion Carried.**

**C. CONSENT AGENDA / OMNIBUS VOTE**

The Village Administrator read the consent agenda for an omnibus vote as follows:

1. Approval of the minutes from the May 2, 2016 Village Board meeting.
2. Approval of Ord. 2016 - 34 authorizing the execution of and ratifying an agreement with the Newport Township Fire Department of dispatch services.
3. Approval of Res. 2016 - 03 adopting the FY 2017 – 2021 Strategic Plan for the Village of Gurnee.
4. Approval of fireworks permit for Six Flags Great America – shoot dates of May 26, July 2, July 3, and July 4 – July display to be launched from southwest corner of the property.
5. Approval of awarding the 2016 Sidewalk Mud Jacking Project to the low bidder, Power Concrete Lifting, at a cost of \$2.50 per square foot, not to exceed \$25,000.00.

6. Approval of awarding Railroad Quiet Zone Study Project to Patrick Engineering at a cost not to exceed \$15,000.00.
7. Approval of setting a bid date of June 14, 2016 for Route 21 sidewalk improvement project (South Road to Washington Street).
8. Approval of Payroll for period ending April 30, 2016 in the amount of \$773,917.14.
9. Approval of Payroll Transfer Journal for period ending April 30, 2016 in the amount of \$766,438.85.
10. Approval of Bills for the period ending May 16, 2016 in the amount of \$3,946,688.49.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve the Consent Agenda for an omnibus vote as read.

**Roll call,**

**AYE: 5- Wilson, Ross, Thorstenson, Balmes, Hood**

**NAY: 0- None**

**ABSENT: 1- Garner**

**Motion Carried.**

**D. PETITIONS AND COMMUNICATIONS**

1. Presentation of Police Awards for the calendar year 2015:

Chief Woodside spoke briefly about the awards and then introduced Pamela Barnett from AAIM.

Ms. Barnett thanked all the Officers for all the hard work they do to make the roads safe.

Chief Woodside and Deputy Chief Campbell presented the following Officers with their award:

- a. D.U.I. Enforcement Award:

Officer Derek Kay	1st Time Recipient
Officer Juan Gil	1st Time Recipient
Officer Michael Stoner	3rd Time Recipient
Officer JR Nauseda	7th Time Recipient

- b. Alliance Against Intoxicated Motorists D.U.I. Award:

Officer Michael Stoner  
Officer Mark Gliva  
Officer Derek Kay

- c. Traffic Enforcement Award:

Officer Martin Deperte  
Officer Mark Gliva  
Officer Derek Kay  
Officer Michael Stoner  
Officer Kevin Schreiner  
Officer Shawn Torre  
Officer Thomas Yencich

**E. REPORTS**

1. Review of the Lake County Opioid Initiative's "A Way Out" program – Police Chief Kevin Woodside.

Chief Woodside summarized the Lake County Opioid Initiative's "A Way Out" program stating "A Way Out" is a Lake County Law Enforcement Assisted Diversion program, designed to fast-track users to substance abuse programs and services. This program is available 24 hours a day throughout Lake County and ensures no criminal charges will be sought for those that may be in possession of narcotics or paraphernalia as long as they seek assistance. The program is set to formally launch in June.

Mayor Kovarik asked if there could be situations that the Police Department wouldn't be involved. She also asked if an Officer found drugs in a home during a search if this program would be an option.

Chief Woodside said it would be up to the Officers discretion whether to offer the program to the individual if drugs were found during a search. He said however if an individual came to the Police Station looking for help the program would be offered. He said the key is it is a voluntary program.

Trustee Wilson asked if other states have similar programs.

Chief Woodside said yes the program is being used in Massachusetts and they have seen a lot of participants. He said locally Rolling Meadows has introduced the program with success as well.

Mayor Kovarik asked if the Board needed to do anything move forward with this program.

Chief Woodside said only your support and right now Board action is not needed.

Mayor Kovarik said that there were no discussion topics on the agenda for the May 23rd Committee of the Whole meeting and asked the Trustees if they would like to cancel the meeting.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to cancel the Committee of the Whole meeting for May 23, 2016.

**Voice Vote: ALL AYE: Motion Carried**

**F. OLD BUSINESS**

None.

**G. NEW BUSINESS**

1. Approval of Ord. 2016 - 35 granting a variation pursuant to the Gurnee Zoning Ordinance for 123 N. O'Plaine Road.

Mr. Muetz said the Lake County Children's Advocacy Center appeared before the Planning & Zoning Board on April 6th requesting a variation to allow an 8-foot tall solid wood fence in a required corner side yard setback. The fence is proposed to provide seclusion and privacy for children and families using the healing garden. For this property, a fence up to 10 feet in height can be placed in the corner side yard setback between the rear yard and the rear lot line to enclose the resulting rear yard. Any remaining area of the corner side yard is limited to a maximum fence height of 4 feet. A fence taller than 4 feet must be setback a minimum of 30 feet from the Brookhaven Road property line.

Mr. Muetz said the petitioner stated that corner side yard is the only space available for the healing garden and that an 8-foot tall fence was necessary to provide privacy. After discussion, the PZB voted unanimously (6-0) to forward a favorable recommendation on the requested variance, subject to the following conditions:

- That the section of fencing along Brookhaven be setback two feet from the north property line;
- That the westerly fence line be located at the alternate location as set forth on the applicant's plan; and
- That the applicant work with staff and the adjacent residents on a landscape plan to be installed in the two foot setback to the north property to help screen the fence.

Mr. Muetz said after the PZB meeting, the applicant amended the fence plan based on comments from the PZB and public, and a desire to not comply with the conditions placed on the favorable recommendation. The plan now reflects a 6-foot tall wrought iron fence (black) along the Brookhaven property line that ties back into the existing 8-foot tall wood fence at the northwest corner of the back parking lot and that extends west a point that is 16 feet west of the front building elevation. Landscaping is proposed inside of the wrought-iron fence to create a living fence for privacy. The landscape plan was reviewed by the Village Forester, Jake Balmes, to ensure the proposed landscape materials are salt tolerant. The plan is currently before the resident representative who was at the PZB hearing, Mr. Bond. The fence still requires a variance, as the maximum height of a fence in a corner side yard is 4 feet. The visual impact of this fence, as it is open, will be far less than what

was originally requested and recommended for approval of a variance by the PZB.

Trustee Thorstenson asked if they will still have the two foot setback.

Planning Manager Ms. Velkover said the rod iron fence will be on the property line and the landscaping on the inside.

It was moved by Trustee Wilson, seconded by Trustee Ross to approve of Ord. 2016 - 35 granting a variation pursuant to the Gurnee Zoning Ordinance for 123 N. O'Plaine Road.

**Roll call,**

**AYE: 5- Wilson, Ross, Thorstenson, Balmes, Hood**

**NAY: 0- None**

**ABSENT: 1- Garner**

**Motion Carried.**

2. Approval of Ord. 2016 - 36 approving a License and Service Agreement with Tyler Technologies for Munis Financial Software.

Finance Director Brian Gosnell, presented the following Power Point presentation to the Board:

**Financial Software Replacement**

**Current Software**

- Sungard HTE - 1996
  - General Ledger, Budgeting
  - Purchasing & Accounts Payable
  - Cashiering & Accounts Receivable
  - Payroll
  - Utility Billing
- AS400 – “green screen”
- Lacks modern features
  - Online “transactions”
  - Workflow
  - Mobility

**Replacement Process**

- Nov 2015 – Issue Joint RFQ
- Nov 17 – Proposals Due
- Dec 4 – Internal Evaluations Complete
- Dec 14 – 18 – Initial Demonstrations/Pricing
- Feb 16-18 – Full Demonstrations/Revised Pricing
- Mar – May – Vetting/Price Negotiations/Contract Review
- May 16 - Recommendation

**Vendors**

- Initial Demonstrations
  - New World\*
  - Tyler-Munis
  - BS&A
  - Civic Systems
- Full Demonstrations
  - Tyler-New World\*
  - Tyler-Munis
  - Civic Systems

**Recommended Vendor**

- Tyler-Munis
  - Integration with Microsoft Office
  - Integrated Online Services
    - Utility Billing
    - Accounts Payable
    - Payroll
  - Focus on Workflow
    - Integrated document management
  - Commitment to Staying Current (Html 5)
  - Support

**References**

- Tyler-Munis
  - Largest public sector software company in North

- America
- 13,000 customers, government and education
- References
  - Algonquin
  - Deerfield
  - Glenview
  - Vernon Hills

**Cost**

- Tyler-Munis
  - Total \$349,883
    - License, Conversion and Implementation - \$308,383
    - Estimated Travel - \$41,500
  - Budget - \$350,000
  - Optional Services - \$13,792
    - Disaster Recovery and System Management Services
  - Pricing held for 24 months
  - Annual Maintenance - \$50,513
    - Includes both support services
    - \$57,000 currently

**Questions:**

Trustee Thorstenson said on page 4 under Hardware and Software and asked if we need memory upgrades. She also asked where the data is being retained.

Mr. Velkover said the data is being backed up nightly offsite and we could run off their system. He said the price is a fraction of what we have seen previously and it would pay in a disaster to run off their system.

Trustee Thorstenson asked if we are looking into the pricing for the disaster recovery system.

Mr. Velkover said we have the pricing and it is good for 24 months.

Mayor Kovarik asked when we launch the system will we have a disaster recovery system

Mr. Velkover said we are looking at an 18-24 month implementation and the disaster recovery system is not proposed on day one.

Mr. Gosnell said we asked Tyler Technologies to quote us everything possible with a 24 month hold on pricing. He said towards the end of the 24 month pricing hold we will look at the budget and address the situation.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2016 - 36 approving a License and Service Agreement with Tyler Technologies for Munis Financial Software.

**Roll call,**

**AYE: 5- Wilson, Ross, Thorstenson, Balmes, Hood**

**NAY: 0- None**

**ABSENT: 1- Garner**

**Motion Carried.**

**H. PUBLIC COMMENT**

**Jerry Kolar  
3641 Highland**

Mr. Kolar said he had several emails he obtained through FOIA that he read to the Board. He said in the emails the engineers in 1998 knew that the area was not currently annexed. He also obtained Village Minutes from November 11<sup>th</sup> 1998 that he felt were important to his position. He stated North Shore Sanitary is in his pockets for over \$1400 and has been taxing an additional 300 plus properties that don't use the service.

**Closing Comments**

None.

**Adjournment**

It was moved by Trustee Balmes, seconded by Trustee Wilson to adjourn the meeting.

**Voice Vote: ALL AYE: Motion Carried.**

Mayor Kovarik adjourned the meeting at 7:43 p.m.

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**Andrew Harris,  
Village Clerk**