

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

**GURNEE VILLAGE HALL  
OCTOBER 17, 2016**

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**Call to Order**

Mayor Kovarik called the meeting to order at 7:02 p.m.

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**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; Tom Rigwood, Director of Public Works; Fred Friedl, Fire Chief; Kevin Woodside, Police Chief; Willie Meyer Deputy Police Chief; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

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**Roll Call**

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

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**Pledge of Allegiance**

Mayor Kovarik led the Pledge of Allegiance.

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**A. PUBLIC COMMENT**

**Paula Carballido  
Lake County Honor  
Flight Director**

Ms. Carballido, Director of the Lake County Honor Flight Program, wanted to thank everyone that supported the Legions of Craft Beer Fest. She especially wanted to thank Village staff for their time organizing the Festival. She said this means a lot to the Veterans.

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**B. APPROVAL OF CONSENT AGENDA**

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

**Roll call,**

**AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood**  
**NAY: 0- None**  
**ABSENT: 1- Wilson**  
**Motion Carried.**

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**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 October 3, 2016 Village Board meeting.
2. Approval of Ord. 2016 - 72 amending Chapters 18, 70 and 82 of the Gurnee Municipal Code (Lake County Public Works Sewer Connection Fee and Northshore Water Reclamation District name change).
3. Approval of Payroll for period ending October 1, 2016 in the amount of \$750,898.64.
4. Approval of Payroll Transfer Journal for period ending October 1, 2016 in the amount of \$1,151,268.51.
5. Approval of Bills for the period ending October 17, 2016 in the amount of \$655,275.06.

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

**Roll call,**

**AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood**  
**NAY: 0- None**  
**ABSENT: 1- Wilson**  
**Motion Carried.**

**D. PETITIONS AND COMMUNICATIONS**

**Jim Huisel  
Gurnee American  
Legion Post #771**

1. Presentation of Gurnee Legion of Craft Beer Fest proceeds to Lake County Honor Flight and the Gurnee American Legion Post #771.

Mayor Kovarik and Haynes John presented the Gurnee American Legion with a check for \$20,000.

Mr. Huisel thanked the Village of Gurnee for stepping up and everyone working together. He said the funds will go to a great use within our organization.

**Haynes John  
102.3 WXLC  
Radio Personality**

Haynes said this would not have happened without Mayor Kovarik. He said it takes a lot of effort to get the green light for a festival of this size.

Mayor Kovarik and Haynes presented Lake County Honor Flight with a check for \$5800.

**Fergal Gallagher  
Lake County Honor  
Flight Participant**

Mr. Gallagher said he was on Flight #8 and it was the weekend of his life. He said he served in Vietnam in 1965 attached to the 3<sup>rd</sup> Marine Division and when he came back from Vietnam it was not a happy time. He stated the attitude of the general public was very negative and this trip made up for it in spades.

2. Presentation of plaques to Zachary Rothschild Levy and Alexander Tamulaitis in honor of achieving the rank of Eagle Scout.

Mayor Kovarik presented each with a plaque and had each briefly explain their Service Project.

3. Approval of Proclamation designating October 23 - 31, 2016 as "National Red Ribbon Week" in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of a Proclamation designating October 23 - 31, 2016 as "National Red Ribbon Week" in the Village of Gurnee.

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

4. Approval of Proclamation designating November 6, 2016 as "Change your Clock, Change your Battery Day" in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of a Proclamation designating November 6, 2016 as "Change your Clock, Change your Battery Day" in the Village of Gurnee.

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

**E. REPORTS**

1. Report from Jamie Wilkey, Lauterbach & Amen, LLP-Comprehensive Annual Financial Report for the Fiscal Year ending April 30, 2016.

Matt Beran, CPA Partner Audit Services with Lauterbach & Amen, stated he will be stepping in for Jamie tonight and then reviewed the Fiscal Year ending April 30, 2016 audit with the Village Board. Mr. Beran started by stating the Village once again received the GFOA Certificate of Achievement for last year's audit and will be applying again for the FY 15/16 audit. He said the Village received an unmodified opinion, which is the highest opinion that can be given. Mr. Beran then briefly reviewed the management and Discussion Analysis section. This was followed up a review of the Statement of Net Position. He stated the Village ended up at \$54.8 million, which was a 4.9 million decrease due to the initial spend down for reserved and the GASB 68 liability. He stated it is a new accounting pronouncement. The General Fund ended at \$25 million in fund balance, which was an increase of \$1.3 million as revenues came in over budget and expenditures came in under budget. He then

reviewed the Water & Sewer Funds. The fund had a total net increase of \$48 thousand. This was a result of revenues coming in slightly under budget, however, expenditures came in under budget greater than revenues, resulting in a net increase.

Mr. Beran concluded by thanking Finance Director Gosnell and his staff for all of their hardwork.

Mayor Kovarik echoed that thanks.

2. Report from Village Engineer Scott Drabicki – 2015/2016 All Natural Hazards Mitigation Plan (ANHMP) progress report.

Mr. Drabicki reviewed the following PowerPoint presentation with the Village Board.

- Why Prepare a Hazard Mitigation Plan?
  - Disaster Mitigation Act of 2000
  - Requires plan for release of PDM & HMGP funds
  - Plan
    - Identify natural hazards
    - Assess vulnerability
    - Determine how to minimize or eliminate risks
    - Update regularly
- Plan Maintenance
  - Communities should review plan, hazards encountered, & action items every year
  - Annual meeting to evaluate plan progress and recommend updates
  - Plan will be formally updated & submitted to FEMA within 5 years of approval
  - Next update 2017, currently underway
- Gurnee Action Items & Progress
  - Plan adoption – completed July 2, 2012
  - Improve communications with public – ongoing including more use of social media
  - Improve Building Codes – Last updated 2012
  - Urban Forestry – Gurnee = Tree City USA
  - Sanitary Inflow and Infiltration
    - Pipe lining this year ~ \$75,000
    - Cleaning and televising again next year
  - Flooding mitigation – ongoing
    - 2013 PDM grant – 2 properties on Kilbourne Road removed this year
    - 2016 FMA & PDM grant applications – submitted
    - Drainage system improvements – Misc. 2016 Projects
      - Fuller Road
      - Blackstone Avenue
      - Gurnee Tributary
      - Providence Village – Park City Creek
      - Detention basin maintenance
    - NFIP participation & Community Rating System
      - CRS saved the Village \$5,758 on flood insurance premiums this year (Public Works, FS1, Mother Rudd)
    - StormReady certification from NOAA maintained
    - Spotters, NWS communications, outreach, preparedness plans
    - National Incident Management System (NIMS)
      - 147/200 employees are certified at the basic training level – Incident Command System

Mayor Kovarik asked for a progress report on removal of structures from the floodplain/floodway.

Mr. Drabicki said he will provide a status report and include it in a future Board packet.

**F. OLD BUSINESS**

None.

**G. NEW BUSINESS**

1. Approval of Ord. 2016 - 73 granting a variation, pursuant to the Gurnee Zoning Ordinance, for property located at 1575 Belle Plaine Avenue.

Mr. Muetz said the resident at 1575 Belle Plaine Avenue, Mr. Joseph Barrera, is requesting a variance to install a 6-foot tall closed fence in his corner side yard. The property is a reverse corner lot. As a result, the fence is required to be setback 2/3rds of the adjacent lot's front yard setback. This would result in the Barrera's fence having to be set back 19.8' from their northern property line. They are requesting a variance to allow the fence to be installed on their Pacific Avenue property line as the property to the east is owned by the Gurnee Park District and will never contain a home. While not required, the fence will be setback 15 feet from the Park District property for maintenance reasons. The request for the 6-foot tall fence is to keep their dogs and grandchildren safe and secure when they are outside, a 3-foot tall closed or 4-foot tall semi-opened fence would not accomplish this. The items was before the Planning and Zoning Board on October 5th and received a 5-1 favorable recommendation. PZB Member Baugh felt the hardship requirement for recommending a variance was not satisfied.

It was moved by Trustee Balmes, seconded by Trustee Hood to approve of Ord. 2016 - 73 granting a variation, pursuant to the Gurnee Zoning Ordinance, for property located at 1575 Belle Plaine Avenue.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- Wilson**

**Motion Carried.**

2. Approval of Ord. 2016 - 74 granting a Zoning Text Amendment to Article 5.3.2 (C-6 Regional Commercial District Specific Development Standards) of the Gurnee Zoning Ordinance.

Mr. Muetz said this is merely a clean-up item related to the recent Zoning Ordinance Update. The C-6 Zoning District was created via the Zoning Ordinance Update and replaces the Gurnee Mills Special Use that previously existed. This amendment will reestablish a regulation which allows C-6 property to be subdivided without frontage on a public street if provided access to a public street via an access easement. This regulation is used in nearly every PUD we have. It was before the Planning and Zoning Board on September 21st and received a unanimous favorable recommendation.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of Ord. 2016 - 74 granting a Zoning Text Amendment to Article 5.3.2 (C-6 Regional Commercial District Specific Development Standards) of the Gurnee Zoning Ordinance.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- Wilson**

**Motion Carried.**

3. Approval of Ord. 2016 - 75 approving the auction of certain seized property in possession of the Gurnee Police Department.

Mr. Muetz said as a result of a 9 month robbery investigation that conclude in 2013 with the arrest of multiple subjects, the Police Department seized a large number of jewelry and collectible coins. Following a process to return the goods to the rightful owners, the remaining items were awarded to the Gurnee Police Department by the Illinois State Police. Typically, surplus property would be sent to Obenauf Auction services or a similar auction house as is the case with surplus vehicles. In this case, given the valuable nature of the items, the Village reached out to Harbor Coin in Gurnee for assistance in auctioning the items. Harbor Coin has a bidder registry and will advertise the auction on their website and advertisements. Harbor Coin has also recommended the Village place minimum bids on all items and have other items certified by an

independent party to achieve a higher auction price. Minimum bids would be set at a price Harbor Coin is willing to pay for the item. If an item receives no competitive bids Harbor Coin will purchase the item at the minimum. Harbor Coin has proposed a flat \$500 fee for use of the auction board and a 5% commission, consistent with the fees charged by a typical auction coordinator. The auction process will be overseen by Deputy Chief Campbell, Finance Gosnell, Attorney Winter and Clerk Harris. Proceeds from the auction will be accounted for in the Asset Forfeiture Fund to be used for future Police Department capital needs.

Trustee Garner asked why nobody claimed their items.

Mr. Muetz said some was claimed and some was not.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2016 - 75 approving the auction of certain seized property in possession of the Gurnee Police Department.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- Wilson**

**Motion Carried.**

4. Approval of request from Public Works Department waive formal bidding process and to purchase a Chevrolet 2500 HD chassis from Ray Chevrolet at a cost of \$30,791.00 (Public Work Unit #246 replacement).

Mr. Muetz said the Public Works Department is requesting to replace Unit #246 a year early utilizing funding remaining in its vehicle and equipment line items. The remaining funding is a result of budgeted equipment replacements coming in lower than was anticipated. Unit 246 is a 2004 Ford F250 extended cab 4x4 pick up with snow plow. This unit has extensive corrosion. The replacement unit will be a four door 2500 Chevrolet Silverado equipped with a plow and storage in the bed. The outfitting of the truck will be an additional cost on top of the chassis. The Department has about \$44,000 in funding available, therefore it is able to cover this cost. The Department has purchased similar trucks from Ray Chevrolet. With the NJPA cost in hand, the Department requested Ray see if it could beat that price. Ray Chevrolet was able to beat the price. By going with Ray Chevrolet, the Village will save money and receive the truck faster than if we used the NJPA process.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of request from Public Works Department waive formal bidding process and to purchase a Chevrolet 2500 HD chassis from Ray Chevrolet at a cost of \$30,791.00 (Public Work Unit #246 replacement).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- Wilson**

**Motion Carried.**

**H. PUBLIC COMMENT**

None.

**Closing Comments**

None.

**Adjournment**

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

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

Mayor Kovarik adjourned the meeting at 7:47 p.m.

**Andrew Harris,  
Village Clerk**