

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

**GURNEE VILLAGE HALL  
NOVEMBER 21, 2016**

**Call to Order**

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

**Other Officials in Attendance**

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; Chris Velkover, Information Systems Director; Tom Rigwood, Director of Public Works; Fred Friedl, Fire Chief; Kevin Woodside, Police Chief; Saundra Campbell, Deputy Police Chief; Willie Meyer Deputy Police Chief; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

**Roll Call**

**PRESENT: 6- Garner, Thorstenson, Balmes, Hood, Wilson, Ross**  
**ABSENT: 0- None**

**Pledge of Allegiance**

Mayor Kovarik led the Pledge of Allegiance.

**A. PUBLIC COMMENT**

None.

**B. APPROVAL OF CONSENT AGENDA**

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

**Roll call,**

**AYE: 6- Garner, Thorstenson, Balmes, Hood, Wilson, Ross**  
**NAY: 0- None**  
**ABSENT: 0- None**  
**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 November 7, 2016 Village Board meeting.
2. Approval of Fire Lieutenant Robert Szczerba's request to participate in the Village's tuition assistance program in pursuit of an Associate Degree in Fire and Emergency Services from Columbia Southern University.
3. Approval of Fire Lieutenant Dave Douglass' request to participate in the Village's tuition assistance program in pursuit of a Master's Degree in Public Administration with a Fire and Emergency Services Specialization from Anna Maria College.
4. Approval of Payroll for period ending November 12, 2016 in the amount of \$746,791.07.
5. Approval of Payroll Transfer Journal for period ending November 12, 2016 in the amount of \$736,592.94.
6. Approval of Bills for the period ending November 21, 2016 in the amount of \$3,178,244.22.

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

**Roll call,**

**AYE: 6- Garner, Thorstenson, Balmes, Hood, Wilson, Ross**  
**NAY: 0- None**  
**ABSENT: 0- None**  
**Motion Carried.**

**D. PETITIONS AND COMMUNICATIONS**

1. Approval of a Proclamation designating November 26, 2016 as Small Business Saturday in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Balmes, seconded by Trustee Wilson to approve of a Proclamation designating November 26, 2016 as Small Business Saturday in the Village of Gurnee.

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

2. Approval of a Proclamation designating December 2016 as National Drunk and Drugged Driving Prevention Month in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Wilson, seconded by Trustee Garner to approve of a Proclamation designating December 2016 as National Drunk and Drugged Driving Prevention Month in the Village of Gurnee.

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

3. Reminder: 23rd Annual Jon Callaghan Memorial Turkey Trot – 8:00 A.M., Thursday, November 24th.

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**E. REPORTS**

None.

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**F. OLD BUSINESS**

None.

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**G. NEW BUSINESS**

1. Approval of Ord. 2016 - 78 authorizing the execution of a professional service agreement in the amount of \$97,370.00 between the Village of Gurnee and IXP Corporation to support dispatch consolidation.

Mr. Muetz said the Village has been working with the City of Zion regarding dispatch consolidation. Under the proposed agreement, the Village would provide Police and Fire dispatching services for Zion. The current project has a very aggressive timeline that is dependent on approval and action not only at the local level, but also heavily involves the State as well as a number of equipment and telecommunication vendors. Given the complexity, the time commitment and the proposed timeline, Village staff is in need of an outside expert to assist project.

Mr. Muetz said staff previously worked with IXP to evaluate our Communications Center and its ability to offering dispatch services to other entities. Prior to contracting with IXP for this review, the Village requested proposals from qualified firms and conducted interviews and reference checks. The Village was very pleased and impressed with the level of expertise and knowledge IXP brought forward. Given the condensed timeframe related to bringing Zion onboard, the Village is requesting to once again contract with IXP for project management and subject matter expertise. The services proposed include:

- Project Management Services and an assigned Project Manager (PM)
- Development and Administration of a Comprehensive Project Plan
- Preparation of a Consolidation Plan to be files with the State of Illinois
- Subject Matter Expert (SME) Assistance in Provisioning and Installation of 9-1-1 Trunks & 10 Digit Emergency Lines into our 9-1-1 Answering Equipment
- SME Assistance in Connecting Radio Systems for Zion Police, Zion Fire, and the City of Zion into our Radio Consoles
- Compilation of a Consolidation Grant Application with the Illinois State Police

Mr. Muetz said IXP is proposing a fixed price for this project of \$97,370.00. IXP will invoice \$13,910.00 per month for a 7-month period of performance. The engagement would be funded using a combination of General Fund (Police/Communications) and 9-1-1 Fund expense accounts. The Police Department included \$30,000 in its FY 16/17 budget for consolidation consulting, while the 9-1-1 Fund has \$10,000. The additional \$57,000 not included in the budget will be covered by savings on other line items (Police salaries for example due to vacancies) and fund balance in the 911 Fund (current fund balance is 709k). It's important to note that one of the

tasks of IXP will be grant preparation and submission to the State of Illinois which has grant consolidation dollars available. The hope is grant funding will be received that will help pay for this expense, as well as others. If for some unforeseen reason, the Village and Zion do not come to an agreement and consolidation does not take place, IXP will bill the Village for work rendered and the contract would terminate.

Trustee Thorstenson asked if they will be submitting grant on our behalf of the Village.

Mr. Muetz said yes.

Trustee Thorstenson where the money the Village receives back will go.

Mr. Muetz said it would come to the ETSB.

It was moved by Trustee Balmes, seconded by Trustee Wilson to approve of Ord. 2016 - 78 authorizing the execution of a professional service agreement in the amount of \$97,370.00 between the Village of Gurnee and IXP Corporation to support dispatch consolidation.

**Roll call,**

**AYE: 6- Garner, Thorstenson, Balmes, Hood, Wilson, Ross**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

2. Approval of Ord. 2016 - 79 abating the tax heretofore levied for the year 2016 to pay Debt Service on \$5,320,000.00 General Obligation Bonds, Series 2009 of the Village of Gurnee, Lake County, Illinois (\$856,975.00 annual debt service).

Mr. Muetz said the next 2 ordinance are the Village's annual debt service abatements. The total abated, which is paid for with General Fund revenue rather than a property tax levy, is \$2,056,425.00. He said revenue from the General Fund is used to cover these obligations. The Series 2009 bonds relate to the construction of the Police facility and will be paid off in December 2017.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of Ord. 2016 - 79 abating the tax heretofore levied for the year 2016 to pay Debt Service on \$5,320,000.00 General Obligation Bonds, Series 2009 of the Village of Gurnee, Lake County, Illinois (\$856,975.00 annual debt service).

**Roll call,**

**AYE: 6- Garner, Thorstenson, Balmes, Hood, Wilson, Ross**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

3. Approval of Ord. 2016 - 80 abating the tax heretofore levied for the year 2016 to pay Debt Service on \$9,995,000.00 General Obligation Bonds, Series 2011 of the Village of Gurnee, Lake County, Illinois (\$1,199,450.00 annual debt service).

No Discussion.

It was moved by Trustee Wilson, seconded by Trustee Garner to approve of Ord. 2016 - 80 abating the tax heretofore levied for the year 2016 to pay Debt Service on \$9,995,000.00 General Obligation Bonds, Series 2011 of the Village of Gurnee, Lake County, Illinois (\$1,199,450.00 annual debt service).

**Roll call,**

**AYE: 6- Garner, Thorstenson, Balmes, Hood, Wilson, Ross**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**H. PUBLIC COMMENT**

Trustee Balmes reminded the Board that the Exchange Club's Annual Prayer Breakfast was being held tomorrow morning at the Village Church

of Gurnee and breakfast will be served at 7:00am.

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**Closing Comments**    None.

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**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 7:18 p.m.

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**Andrew Harris,  
Village Clerk**