

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

**GURNEE VILLAGE HALL  
JUNE 5, 2017**

<b>Call to Order</b>	Mayor Kovarik called the meeting to order at 7 p.m.
<b>Other Officials in Attendance</b>	Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Chris Velkover, Information Systems Director; John Kavanagh, Deputy 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
<b>Roll Call</b>	<b>PRESENT: 6- Hood, Thorstenson, Jacobs, Ross, Garner, Balmes</b> <b>ABSENT: 0- None</b>
<b>Pledge of Allegiance</b>	Mayor Kovarik led the Pledge of Allegiance.
<b><u>A. PUBLIC COMMENT</u></b>	
<b>Lori Friedl 501 Cliffwood Lane Gurnee, IL</b>	Lori Friedl read a prepared statement regarding Chief Fred Friedl's 45 year fire career including positions held, accolades, presentations, awards, dedication, and the perceived manner of his release by the Village of Gurnee.
<b><u>B. APPROVAL OF CONSENT AGENDA</u></b>	It was moved by Trustee Jacobs, seconded by Trustee Garner to approve the Consent Agenda as presented.  <b><u>Roll call,</u></b> <b>AYE: 6- Hood, Thorstenson, Jacobs, Ross, Garner, Balmes</b> <b>NAY: 0- None</b> <b>ABSENT: 0- None</b> <b>Motion Carried.</b>
<b><u>C. CONSENT AGENDA / OMNIBUS VOTE</u></b>	The Village Administrator read the consent agenda for an omnibus vote as follows:  <ol style="list-style-type: none"><li>1. Approval of the minutes from the May 15, 2017 Village Board meeting.</li><li>2. Approval of Ord. 2017-26 removing one Class 1 Liquor License by amending Section 6-56 Of Article II of Chapter 6 of the Gurnee Municipal Code entitled "Alcoholic Beverages" as last amended by Ordinance Number 2016-68 passed October 3, 2016 (reduction due to Lone Star Steakhouse).</li><li>3. Approval of Engineering Division's recommendation to award 2017 Pavement Marking Program to Superior Road Striping at a cost not to exceed \$50,000.00 (Lake County Municipal League Cooperative Purchasing Program).</li><li>4. Approval of Payroll for period ending May 12, 2017 in the amount of \$798,429.67.</li><li>5. Approval of Payroll Transfer Journal for period ending May 12, 2017 in the amount of \$789,565.67.</li><li>6. Approval of Payroll for period ending May 26, 2017 in the amount of \$772,680.77.</li><li>7. Approval of Payroll Transfer Journal for period ending May 26, 2017 in the amount of \$762,379.10.</li><li>8. Approval of Bills for the period ending June 5, 2017 in the amount of \$1,476,309.90.</li></ol>

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

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**D. PETITIONS AND COMMUNICATIONS**

1. Approval of staff and advisory board appointments as recommended by Mayor Kovarik:

**Village Staff:**

Village Administrator ..... Patrick Muetz  
Community Development Director/  
Asst. Village Administrator ..... David Ziegler  
Village Engineer ..... Scott Drabicki  
Public Works Director ..... Tom Rigwood  
Police Chief ..... Kevin Woodside  
Acting Fire Chief/ESDA Director ..... John Kavanagh  
Finance Director ..... Brian Gosnell  
Treasurer ..... Patrick Muetz  
IMRF Agent ..... Brian Gosnell  
Budget Officer ..... Patrick Muetz  
Village Attorney ..... Bryan Winter  
Deputy Village Clerk ..... Donna Dallas

**Planning and Zoning Board:**

Board Member – Term Expiring 4/30/19 ..... Tim Garrity  
Board Member – Term Expiring 4/30/19 ..... Richard McFarlane  
Board Member – Term Expiring 4/30/19 ..... David Nortentoft  
Board Member – Term Expiring 4/30/19 ..... Josh Pejsach

**Civil Service Commission:**

Commissioner – Term Expiring 4/30/20 ..... Gretchen Neddenriep

**Ethics Commission:**

Commissioner – Term Expiring 4/30/20 ..... Barbara Swanson

**Police Pension Board:**

Board Member – Term Expiring 4/30/19 ..... John Moenter

**Fire Pension Board:**

Board Member – Term Expiring 4/30/19 ..... Mary Jo Kollross

**Administrative Hearing Officer:**

Term Expiring 4/30/18 ..... Yolanda Torrez

It was moved by Trustee Jacobs, seconded by Trustee Balmes to approve staff appointments and advisory board members as recommended by Mayor Kovarik.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**E. REPORTS**

None.

**F. OLD BUSINESS**

None.

**G. NEW BUSINESS**

1. Approval of Ord. 2017-27 granting a Special Use Permit for a car wash for 4145 Grove Avenue pursuant to the Gurnee Zoning Ordinance.

Village Administrator Muetz stated that on May 17<sup>th</sup> the Planning & Zoning Board held a public hearing on establishing a car wash at 4145 Grove Avenue (parcel south of Wendy's on Delany Road). The petitioner is requesting 1) A Special Use Permit to allow the establishment and operation of car wash; and 2) A Special Use Permit to allow a drive-through facility without a bail-out lane. The subject property consists of approximately 1.3 acres, is zoned C-2

PUD, Community Commercial as a Planned Unit Development. The petitioner is proposing a fully automated car wash with three gated lanes. Each lane is associated with a specific payment method. The outside lane is for pre-paid washes, the center lane is for credit card payments, and the interior lane is for cash payment or new customers. It includes room for approximately 31 cars to stack between the pay gates and the north/south drive aisle before entering the Grove Avenue ROW. The site will also include 17 cleaning stations with vacuums and trash receptacles. The site will be accessed from an existing curb cut on Grove Avenue. Access into the car wash and vacuum station area is provided at the south end of the site. Traffic into the car wash will operate in a one-way, counter-clockwise pattern.

Village Administrator Muetz also stated that in regards to the second request, the petitioner stated that the proposed facility doesn't lend itself to the provision of a bail-out lane because the 3 wash lanes, it would be very difficult for a patron in either of the two inside lanes to get to the escape lane. The applicant noted that, should a patron wish to pass through without a wash once they reach the gate, the attendant can let them through and there is room to escape once past the gate. The attendant is then able to watch the patron to ensure that they don't enter into the cash wash.

Per the Village Engineer, all site drainage will flow into the storm sewer creating no more of a drainage issue than currently exists. As the car wash facility has dryers and vehicles must travel approximately 330 feet on-site before entering the Grove Avenue right-of-way, it is doubtful that any water from vehicles will contribute to ice formation on this roadway.

The PZB is forwarded a favorable recommendation to the Village Board on the SUP petition for a car wash subject to the following conditions: 1) that a minimum of two attendants being on-site at all times; and 2) that the facility not have any retail, except for vending machines. Staff is recommending a third condition be added to this special use permit, that a cross access easement be recorded across the site's north/south access drive for benefit of the property to the south (currently Economical Hibachi Grill & Buffet). This will allow patrons of the site to the south the legal ability to use the north/south drive to access this lot, which in turn, provides access to the signalized intersection at Grove and Delany.

Questions/Comments:

Trustee Hood asked for the hours of operation. Mr. Mark Rodriguez, car wash representative state that the hours of operation are 6 a.m. to 10 p.m.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approval of Ord. 2017-27 granting a Special Use Permit for a car wash for 4145 Grove Avenue pursuant to the Gurnee Zoning Ordinance.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

- 2, Approval of Ord. 2017-28 granting a Special Use Permit for a drive-through facility without a bail-out lane for 4145 Grove Avenue pursuant to the Gurnee Zoning Ordinance.

Questions/Comments:

Trustee Garner asked for clarity on the reasoning for the bailout lane. Mr. Lee Austin, Project Engineer, stated that there is a bailout lane to the northern part of the drive which is wide enough for the customers to get around in case of a stalled car, etc.

Trustee Ross asked about cross access and cars having to exit out of line in case of an emergency. Mr. Austin stated that the attendant would be able to direct traffic and release the gate.

It was moved by Trustee Hood, seconded by Trustee Jacobs to approve granting a Special Use Permit for a drive-through facility without a bail-out lane for 4145 Grove Avenue pursuant to the Gurnee Zoning Ordinance.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

3. Approval of Ord. 2017-29 granting a Special Use Permit for a day care center for 1555 Nations Drive pursuant to the Gurnee Zoning Ordinance.

Village Administrator Muetz stated that on May 17th the Planning & Zoning Board held a public hearing on the petition of establishing a day care center at 1555 Nations Drive (lot south of FitNation). The property consists of approximately 1.5 acres and is zoned C2 PUD. It is part of the 1997 Auto Nation Planned Unit Development which requires SUPs for day care centers, even though the Gurnee Zoning Ordinance does not so long as certain standards are met.

Applicable standards in this instance include conforming to all federal, state and local requirements related to licensing, health, safety and building codes and state open space/recreational area requirements and regulations. The proposed development meets these requirements. Facility details are highlighted in the staff memo. A few of the highlights include:

- Kiddie Academy currently operate in 24 states
- 10,000 sq. ft. facility with 9 classrooms
- Provides care for a maximum of 159 children from 6 weeks to 12 years old
- All doors alarmed
- Operating hours from 6:30 a.m. to 6:30 p.m.
- 20 staff members on site when fully occupied
- Hot lunch, along with morning and afternoon snacks, will be provided daily.
- Site will have a single point of entry and one-way counter-clockwise circulation pattern, as recommended by the Village's traffic consultant.
- 34 parking spaces, including 2 handicapped stalls (village code would require a minimum of 20 parking spaces).
- Lighting, landscaping, and signage meets the requirements in the PUD/Zoning Ordinance.

**Questions/Comments:**

Trustee Jacobs asked if 34 spaces is adequate, especially during rush hour and expressed his concern regarding drop-off/pick-up time especially if there are more kids than parking spaces. Mr. Todd Roberts, MeritCorp Civil Engineer, along with Mr. Greg Blackwell, Kiddie Academy Representative, stated that only 20 spaces are required and gave a scenario regarding drop-off/pick-up timing.

Trustee Thorstenson asked if there is back-up parking. Asst. Village Administrator Ziegler stated that there is adjacent parking at Fit Nation which the petitioner could work with the Park District perhaps.

It was moved by Trustee Hood seconded by Trustee Thorstenson to approve Ord. 2017-29 granting a granting a Special Use Permit for a day care center for 1555 Nations Drive pursuant to the Gurnee Zoning Ordinance.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

4. Approval of Ord. 2017-30 authorizing the execution of a Master Service Agreement between the Village of Gurnee and the Illinois Department of Central Management Services (CMS).

Village Administrator Muetz stated that Village maintains a number of Internet connections through a combination of Internet Service Providers, including TDS Metronome, Comcast, AT&T, and the Illinois Century Network (ICN). In March an agreement with Comcast Business / Enterprise Services for Metro Ethernet (fiber optic) transport connection at the Police Station was approved. This fiber connection, currently under construction, will improve capacity/bandwidth and connection method diversity. Similarly, the Village's LEADS (Law Enforcement Agencies Data System) connection to State and Federal Law Enforcement databases has been delivered via T1 circuit since the construction of the Gurnee Police Station Facility. The State is requesting these T1 circuits be phased out in favor of Metro Ethernet. Staff took a look at Village needs from a comprehensive standpoint to see what other efficiencies could be achieved due to this required change. The desired solution is to connect the Gurnee Police Department to the ICN with Metro Ethernet transport links from Comcast (approved at a prior Village Board meeting) and AT&T (request will be forthcoming), and to purchase Internet access from the ICN for Village internal access and external services. There are no upfront charges and recurring costs are estimated to be \$860.00/month.

Staff is recommending a 3-year agreement, which would total \$30,960. A 36-month commitment period is recommended to align with our Comcast Metro Ethernet agreement. The Village also wants to be in a position to share bandwidth with other Gurnee area public agencies and have the flexibility to do so in the next few years. All of the listed charges were included in the FY 17/18 Approved Budget. Village Administrator Muetz stated that these costs would be partially offset with the termination of LEADS T1 and ICN Bandwidth charges. Additional terminations for other T1 circuits will be possible before the end of the fiscal year. These savings do not entirely defray the combined cost of the new Comcast Metro Ethernet transport and new ICN charges, however the Village will see other benefits to this new approach including the services being phased out total 8Mbps of service, while the new services provide 200Mbps of corresponding capacity.

Questions/Comments:

Trustee Thorstenson asked which public agencies the Village would be sharing bandwidth with. Information Systems Director, Chris Velkover stated Warren Township agencies such as school, library, and others.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve authorizing the execution of a Master Service Agreement between the Village of Gurnee and the Illinois Department of Central Management Services (CMS).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

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**H. PUBLIC COMMENT**

**Nancy Schreiber  
1801 Magnolia  
Gurnee, IL**

Nancy Schreiber asked if the abrupt dismissal of Fire Chief Fred Friedl was the result of disciplinary action and was it a full Board decision.

The Mayor stated that the Village does not comment or discuss personnel matters and that appointments are made by recommendation of the Mayor with concurrence of the Board.

Nancy Schreiber further asked what direction the Fire Department was going in that would result in the release of Fred Friedl, a 23 year outstanding Fire Chief.

The Mayor stated that the Village does not comment or discuss personnel matters in public.

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**Closing Comments** None.

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**Adjournment**

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

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

Mayor Kovarik adjourned the meeting at 7:36 p.m.

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**Donna Dallas  
Deputy Village Clerk**