

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

**GURNEE VILLAGE HALL  
MAY 8, 2023**

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**Call to Order**

Mayor Hood called the meeting to order at 7:00 p.m.

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**Other Officials in Attendance**

Patrick Muetz, Village Administrator; Austin Pollack, Assistant to the Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development Director; Heather Galan, Public Works Director; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Ellen Dean, Economic Development Director; Nick Leach, Village Engineer; Jodi Luka, Management Analyst; Ryan Nelson, Assistant IT Director; John Kavanagh, Fire Chief; David Douglass, Battalion Chief; Brian Smith, Police Chief; Jeremey Gaughan, Police Commander; Jesse Gonzalez, Deputy Police Chief.

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**Roll Call**

**PRESENT: 6-O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner**

**ABSENT: 0-**

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**Pledge of Allegiance**

Mayor Hood led the Pledge of Allegiance.

**A. TRANSITION BUSINESS**

Mayor Hood stated Transition Business items #1 through 5 would be an omnibus vote.

The Village Administrator read Transition Business items #1 through 5 for an omnibus vote as follows:

1. Approval of minutes from the April 24, 2023 meeting.
2. Approval of minutes from Executive (Closed) Session meetings on September 12, 2022 and October 24, 2022.
3. Approval of public release of minutes from Executive (Closed) Session meeting on September 12, 2022.
4. Approval of Payroll for period ending April 21, 2023 in the amount of \$965,296.50.
5. Approval of Bills for the period ending May 8, 2023 in the amount of \$1,094,479.41.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve Transition Business items #1 through 5.

**Roll call,**

**AYE: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

6. Administration of the Oath of Office for newly elected officials by Judge James K. Booras.

Mayor Hood stated it is a pleasure and honor to work with Trustees Ross, Garner and O'Brien. He stated he is proud of each of them and the Village Board overall. The Mayor thanked each of the elected Trustees for their hard work in the past and continued hard work going forward.

Judge James K. Booras administered the Oath of Office for:

- Trustee Ross
- Trustee Garner
- Trustee O'Brien

7. Roll Call of newly seated Board.

**PRESENT: 6-Balmes, Thorstenson, Woodside, Ross, Garner, O'Brien**

**ABSENT: 0-**

**B. APPROVAL OF  
CONSENT AGENDA**

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

**Roll call,**

**AYE: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O'Brien**

**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 Ord. 2023 – 29 authorizing execution of a new Employment Contract with the Village Administrator.
2. Approval of Public Works Department request to waive the formal bidding process and purchase emerald ash borer treatment supplies from Midwest Arborist Supplies at a cost of \$24,373.00.
3. Approval of Police Department request to waive the formal bidding process and purchase ten Motorola APX6000 portable radios and associated equipment from Motorola Solutions at a cost of \$61,619.20 (expense eligible for \$61,619.20 reimbursement from the NLCC-ETSB).

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

**Roll call,**

**AYE: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O'Brien**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**D. PETITIONS AND  
COMMUNICATIONS**

1. Presentation of Gurnee Teacher of the Year awards:

- Tony Nelson – Warren Township High School District 121
- Randy Luce – Gurnee School District 56
- Gloria Tinucci-Frank – Woodland School District 50

Dr. Pat Keeley, Warren Township High School District 121 Associate Superintendent, introduced and spoke briefly about Tony Nelson. Mr. Nelson spoke about his time at District 121 and his love for the school. He thanked the Mayor and Mr. Henderson for the recognition.

Dr. Colleen Pacatte, Gurnee School District 56 Superintendent, introduced and spoke about Randy Luce.

Dr. Robert Machak, Woodland School District 50 Superintendent, introduced and spoke briefly about Gloria Tinucci-Frank. Ms. Tinucci-Frank thanked the Mayor and District for the recognition and spoke about her time at the school and what it has meant to her.

Mayor Hood and Dave Henderson presented each teacher with a plaque in recognition of their achievements. Mr. Henderson also presented each recipient with a check from the Donald Henderson Foundation

2. Approval of Proclamation designating May 2023 as "Building Safety Month" in the Village of Gurnee.

Mayor Hood summarized the Proclamation for the record.

It was moved by Trustee Garner, seconded by Trustee Balmes to approve of a Proclamation designating May 2023 as "Building Safety Month" in the Village of Gurnee.

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

3. Approval of Proclamation designating May 14 - 20, 2023 as "National Police Week" in the Village of Gurnee.

Mayor Hood summarized the Proclamation for the record. He thanked Chief Smith, Deputy Chief Gaughan and all of the men and women of the Gurnee Police Department for their efforts to keep Gurnee safe.

It was moved by Trustee Woodside, seconded by Trustee Garner to approve of a Proclamation designating May 14 - 20, 2023 as "National Police Week" in the Village of Gurnee.

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

4. Approval of Proclamation designating May 21 - 27, 2023 as "National Public Works Week" in the Village of Gurnee.

Mayor Hood summarized the Proclamation for the record. He thanked Director Galan and Public Works for all of its hard work.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of a Proclamation designating May 21 - 27, 2023 as "National Public Works Week" in the Village of Gurnee.

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

Administrator Muetz reminded the Board of the Amos Bennett plaque dedication on Wednesday, May 10<sup>th</sup> at 3:45 p.m. at the Mother Rudd home. He also shared information about a free compost pick-up event at Public Works on Saturday, May 13<sup>th</sup> from 10:00 a.m. until 3:00 p.m.

**E. REPORTS**

None.

**F. OLD BUSINESS**

None.

**G. NEW BUSINESS**

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

**Village Staff:**

Village Administrator	Patrick Muetz
Budget Officer	Patrick Muetz
Treasurer	Patrick Muetz
Finance Director	Brian Gosnell
IMRF Agent	Brian Gosnell
Community Development Director	David Ziegler
Public Works Director	Heather Galan
Police Chief	Brian Smith
Fire Chief/ ESDA Director	John Kavanagh
Village Engineer	Nick Leach
Village Attorney	Bryan Winter
Deputy Village Clerk	Jodi Luka

**Planning and Zoning Board:**

Board Member – Term Expiring 4/30/25	Todd Campbell
Board Member – Term Expiring 4/30/25	David Nordentoft
Board Member – Term Expiring 4/30/25	Josh Pejsach
Board Member – Term Expiring 4/30/25	Liliana Ware

**Civil Service Commission:**

Commissioner – Term Expiring 4/30/26    Lori Hubbartt

**Police Pension Board:**

Board Member – Term Expiring 4/30/25    John Moenter

**Fire Pension Board:**

Board Member – Term Expiring 4/30/25 Mary Jo Kollross

**PSEBA Hearing Officer:**

Term Expiring 4/30/24 Jason Guisinger

**Administrative Hearing Officer:**

Term Expiring 4/30/24 Yolanda Torrez

It was moved by Trustee Thorstenson, seconded by Trustee Ross to approve of staff and advisory board appointments as recommended by Mayor Hood.

**Roll call,**

**AYE:** 6- Balmes, Thorstenson, Woodside, Ross, Garner, O'Brien

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

2. Approval of Ord. 2023 – 30 authorizing the execution of an Intergovernmental Agreement between the Village of Gurnee and the County of Lake for the construction of a multi-use path along Dilley's Road.

Administrator Muetz said that last October the Village Board approved a contract with Gewalt Hamilton to determine if a pedestrian path along Dilley's Road from the Com Ed right-of-way north to Stearns School Road was possible. It was envisioned as a joint effort between Gurnee and Lake County as filling in this gap has been a priority for both entities. The County verbally agreed last year that if the Village covered 100% of the Phase 1 Engineering (surveying utilities and preliminary alignment), it would cover Phase 2 Engineering (engineering plans, soil testing, construction estimates and permit coordination) and 100% of the construction cost should the path be feasible. With Phase 1 completed it was determined there is room for the 8' wide path. Muetz stated the Village's portion of the project is estimated at \$51,000, while the County's portion is estimated at \$684,000. The Village is required to cover the upfront costs for the project and will be reimbursed by the County. This expense and revenue was included in the FY 23/24 Approved Budget. This intergovernmental agreement memorializes these terms. Muetz stated this is a big win for the County and Village.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve of Ord. 2023 – 30 authorizing the execution of an Intergovernmental Agreement between the Village of Gurnee and the County of Lake for the construction of a multi-use path along Dilley's Road.

**Roll call,**

**AYE:** 6- Balmes, Thorstenson, Woodside, Ross, Garner, O'Brien

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

3. Approval of Engineering Division's recommendation to award the 2023 Roadway Reconstruction Program to Chicagoland Paving, Inc. at a cost of \$1,165,000.00.

Administrator Muetz said the FY 23/24 Approved Budget includes \$1.5 million for roadway reconstruction. This includes the rehabilitation of Waveland Avenue from Blackstone to Washington Street (i.e. Peanutville) and Lawrence Avenue from Route 132 to Woodlawn Avenue. Prior to the May 1st bid date, seven contractors picked up bid packages. Two contractors submitted bids, with Chicagoland Paving being the low bidder at \$1,165,000. This is 11% under the engineer's cost estimate and \$335,000 under what was included in the budget. The Village has contracted with Chicagoland Paving in the past and staff is recommending doing so once again.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Engineering Division's recommendation to award the 2023 Roadway Reconstruction Program to Chicagoland Paving, Inc. at a cost of \$1,165,000.00.

**Roll call,**

**AYE:** 6- Balmes, Thorstenson, Woodside, Ross, Garner, O'Brien  
**NAY:** 0- None  
**ABSENT:** 0- None  
**Motion Carried.**

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**H. PUBLIC  
COMMENT**

None.

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**Adjournment**

It was moved by Trustee Balmes, seconded by Trustee O'Brien to adjourn the meeting.

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

Mayor Hood adjourned the meeting at 7:32 p.m.

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**Patrick Muetz,  
Recording  
Secretary**

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