

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

**GURNEE VILLAGE HALL  
JUNE 12, 2023**

**Call to Order**

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

**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; John Kavanagh, Fire Chief; David Douglass, Battalion Chief; Brian Smith, Police Chief; Jeremy Gaughan, Deputy Police Chief.

**Roll Call**

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

**ABSENT: 0-**

**Pledge of Allegiance**

Mayor Hood led the Pledge of Allegiance.

**A. APPROVAL OF  
CONSENT AGENDA**

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

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**B. CONSENT  
AGENDA /  
OMNIBUS VOTE**

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

1. Approval of minutes from the May 22, 2023 meeting.
2. Approval of Res. 2023 - 04 authorizing adoption of the 2022 Lake County All-Natural Hazards Mitigation Plan.
3. Approval of Res. 2023 - 05 approving a contract with AEP Energy for the provision of electricity for streetlights.
4. Approval of Engineering Division's recommendation to award the Gurnee American Legion Storm Culvert Replacement Project – Alternate #2 to the low bidder, Xcavating, Inc. at a cost of \$111,100.00.
5. Approval of Payroll for period ending May 19, 2023 in the amount of \$1,001,965.57.
6. Approval of Payroll for period ending June 2, 2023 in the amount of \$1,066,156.54.
7. Approval of Bills for the period ending June 12, 2023 in the amount of \$5,826,274.85.

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

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**C. PETITIONS AND  
COMMUNICATIONS**

1. Approval of a Proclamation designating Monday, June 19, 2023 as Juneteenth Day.

Mayor Hood summarized the proclamation for the record.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of a Proclamation designating Monday, June 19, 2023 as Juneteenth Day.

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

**D. REPORTS**

None.

**E. OLD BUSINESS**

None.

**F. NEW BUSINESS**

1. Approval of Ord. 2023 –35 authorizing execution of a Professional Services Agreement with Gewalt Hamilton Associates, Inc. for Engineering Services (Phase III) for Dilley's Road Pedestrian Path from the ComEd right of way to Stearns School Road.

Administrator Muetz said the Village is partnering with Lake County to install a pedestrian path along Dilley's Road from the ComEd right of way to Stearns School Road. The Village's portion of the project is estimated at \$51,000, while the County's portion is estimated at \$684,000. With Phase 1 Engineering complete (surveying utilities and preliminary alignment) and Phase 2 Engineering nearing completion (engineering plans, soil testing, construction estimates and permit coordination), it is time to move onto Phase III. Phase III includes actual construction as well as construction oversight services. Given Gewalt's participation in the project thus far, staff is recommending Gewalt provide construction oversight services. Gewalt provided a cost not to exceed \$58,645 based on anticipated hours. Gewalt will only bill the hours worked and the Village will be reimbursed by the County. Muetz stated the construction portion of the project would be bid in the near future.

Trustee Thorstenson asked if this connection was included on the Blue Ribbon Commission's list of pedestrian improvements. Administrator Muetz said yes.

Trustee Thorstenson asked if the connection is occurring sooner than originally planned due to the County's participation. Administrator Muetz said yes.

It was moved by Trustee Balmes seconded by Trustee Garner to approve of Ord. 2023 – 35 authorizing execution of a Professional Services Agreement with Gewalt Hamilton Associates, Inc. for Engineering Services (Phase III) for Dilley's Road Pedestrian Path from the ComEd right of way to Stearns School Road.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

2. Approval of Ord. 2023 – 36 authorizing the amendment to the Professional Services Agreement to provide consulting services related to the Ground Emergency Medical Transportation Program between the Village of Gurnee and Andres Medical Billing, LLC.

Administrator Muetz said the Gurnee Fire Department (GFD) has participated in Ground Emergency Medical Transport Reimbursement Program (GEMT) since 2019. This program is a State of Illinois approved supplemental Federal funding program that allows fire agencies that perform emergency medical transport for Medicaid patients to submit for additional reimbursement for unrecovered costs associated with those

transports. In 2019, the GFD entered into and Master Service Agreement with R1 RCM Inc. and its partner organization Public Consulting Group (PCG) to provide the Village with GEMT consulting services. R1 RCM Inc. is no longer providing these services in Illinois and PCG has now partnered with our current EMS billing service company Andres Medical Billing to provide the same service. With R1 RCM no longer in business and PCG taking over, the Village needs to amend its agreement with Andres to reflect this change. Muetz stated the amendment also moves the Village cost to a flat fee, which is a savings, and includes completing a one-time required survey that PCG will complete on behalf of the Village.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2023 – 36 authorizing the amendment to the Professional Services Agreement to provide consulting services related to the Ground Emergency Medical Transportation Program between the Village of Gurnee and Andres Medical Billing, LLC.

**Roll call,**

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

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

3. Approval of recommendation from the Administration Department to waive the formal bidding process and purchase Performance Climate Changer Air Handler and 60-ton Condensing Unit from Trane, Inc. at a cost of \$170,760.00 (Phase 1 - Village Hall HVAC Replacement Project - OMNIA Partners Contract Number 3341).

Administrator Muetz said on October 24, 2022 the Village Board approved a professional services agreement with Prasino Engineers for design, engineering, bidding and construction oversight services for the replacement of the Village Hall HVAC system. The main components of the Village Hall HVAC system are 31 years old. Typically, these systems have a useful life of around 20 years. While some components of the system can be reused items such as the air handler, condensing unit, mixing boxes and system controls need replacement. Staff is taking a phased approach to this to help spread the financial impact, as well as disruption to the workplace. Prasino has been working over the past six months to design a new air handler unit for Village Hall and spec a condensing unit. Following work with staff Prasino worked in conjunction with Trane to finalize an air handler and condensing unit. The proposed air handler unit is approximately 28 feet long by 9 feet wide by 6 feet tall and weighs nearly 9000lbs. The unit will feature high efficiency motors and variable frequency drives. The condensing unit is a 60-ton unit and sized accordingly based on the new air handler. Prasino is working with ComEd to apply for energy efficiency grant funding based on the new units. The lead-time on the air handler is approximately 9 months and the condensing unit is approximately 4 months. With staff currently targeting May of next year for installation, Muetz stated now is the time to get the unit ordered. The Village worked with Trane via the OMNIA Partners purchasing cooperative. The OMNIA cooperative has over 410,000 members, including Gurnee, and crosses over 35 major industries. Racine County, WI was the lead agency in securing pricing for a national cooperative contract for HVAC products, installation, labor-based solutions and related products and services. Muetz stated that at this point staff is recommending the air handler and condensing unit be purchased from Trane via the OMNIA cooperative. The next step in the process will be bidding installation services which staff anticipates happening later this summer.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of recommendation from the Administration Department to waive the formal bidding process and purchase Performance Climate Changer Air Handler and 60-ton Condensing Unit from Trane, Inc. at a cost of \$170,760.00 (Phase 1 - Village Hall HVAC Replacement Project - OMNIA Partners Contract Number 3341).

**Roll call,**

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

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

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**G. PUBLIC COMMENT**

**Laura Lynch  
3442 Florida Ave  
Gurnee, IL**

Ms. Lynch stated speeding on Florida Avenue is an issue that needs to be addressed. She stated she has contacted the Village about this and is not satisfied with the response she received. She stated her block does not have sidewalks, so people walk on the street and this combined with speeding motorists is a safety concern. She stated the Village needs to do something to help alleviate the situation.

**Shelley Palmer  
6304 Doral Drive  
Gurnee, IL**

Ms. Palmer referenced an Illinois Liquor Commission guidebook and recommended separation requirements between alcohol sales and other uses. She stated Gurnee ignored this guidance as Bickford is 66 feet from the potential Casey's. She then referenced language in the Gurnee Municipal Code that states a license shall not be issued if it would be detrimental to the surrounding area. Ms. Palmer the reference a University of Wisconsin study regarding alcohol consumption that she and other residents have referenced at past board meetings. Ms. Palmer requested the Class 16 license ordinance be amended to include 100' separation language.

**Resident  
Dada Drive &  
Almond Road  
Gurnee, IL**

The resident stated people are speeding through the roundabout and not following the laws. He stated there is a lot of honking and people are not being courteous. He stated the Village needs to do something to help alleviate the situation.

**Joseph Bilas  
33777 N.  
Summerfields Drive  
Unincorporated  
Lake County**

Mr. Bilas stated he supports the amendment that Ms. Palmer referenced during her public comment. He questioned why the Village would not pass the amendment. He continued to state that alcohol sales within 100 feet of certain uses is too close. He concluded by stating the well-being of residents should be placed before the well-being of businesses.

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**Closing Comments**

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 7:22 p.m.

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**Andrew Harris,  
Village Clerk**

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