

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

**GURNEE VILLAGE HALL
JANUARY 8, 2024**

Call to Order

Mayor Hood called the meeting to order at 7:01 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; Erica Wells, Assistant Finance / HR Director; Ellen Dean, Economic Development Director; Nick Leach, Village Engineer; Ryan Nelson, Assistant IT Director; John Kavanagh, Fire Chief; David Douglass, Deputy Fire Chief; Brian Smith, Police Chief; Jeremy Gaughan, Deputy Police Chief.

Roll Call

PRESENT: 5-Balmes, Thorstenson, Ross, Garner, O'Brien

ABSENT: 1-Woodside

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

**A. APPROVAL OF
CONSENT AGENDA**

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

Roll call,

AYE: 5- Balmes, Thorstenson, Ross, Garner, O'Brien

NAY: 0- None

ABSENT: 1- Woodside

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 December 18, 2023 meeting.
2. Approval of reduction in letter of credit for Bellewater Place to \$33,880.00.
3. Approval of setting a bid date of January 30, 2024 for the Public Works Roof Repair/Replacement project.
4. Approval of Payroll for period ending December 15, 2023 in the amount of \$1,005,180.75.
5. Approval of Payroll for period ending December 29, 2023 in the amount of \$1,001,218.00.
6. Approval of Bills for the period ending January 8, 2024 in the amount of \$605,742.62.

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- Balmes, Thorstenson, Ross, Garner, O'Brien

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

**C. PETITIONS AND
COMMUNICATIONS**

1. Approval of Mayor Hood's recommendation to appoint Selene Beltran as Deputy Village Clerk.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Mayor Hood's recommendation to appoint Selene Beltran as Deputy Village Clerk.

Roll call,

AYE: 5- Balmes, Thorstenson, Ross, Garner, O'Brien
NAY: 0- None
ABSENT: 1- Woodside
Motion Carried.

D. REPORTS

None.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2024 – 01 granting a Zoning Text Amendment to Article 2.1, Definition of General Terms, to address Body Modification Establishments, pursuant to the Gurnee Zoning Ordinance.

Administrator Muetz said staff initiated a modification to include definitions for microblading and lip blushing following an increase number of inquiries from owners of beauty and hair salons who wish to offer these as an ancillary service. He stated microblading is a semi-permanent technique for enhancing eyebrows by scratching pigment into the skin using a hand tool with a blade formed of tiny needles while lip blushing is a semi-permanent tattoo that enhances the color and shape of lips by depositing colored ink into lips and along lip lines. Both cosmetic techniques involve the use of semi-permanent ink in make-up applications. Administrator Muetz stated due to current Village definitions, these services would cause a business to be classified as a body modification establishment. This amendment modifies the definition in the Zoning Ordinance to define lip blushing and microblading and make them exempt from the body modification establishment definition when an ancillary service. The exemption has no impact of state licensing requirements. The amendment was reviewed by the Planning & Zoning Board (PZB) at its December 6th meeting. The PZB is forwarding a unanimous favorable recommendation.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of Ord. 2024 –01 granting a Zoning Text Amendment to Article 2.1, Definition of General Terms, to address Body Modification Establishments, pursuant to the Gurnee Zoning Ordinance.

Roll call,

AYE: 5- Balmes, Thorstenson, Ross, Garner, O'Brien
NAY: 0- None
ABSENT: 1- Woodside
Motion Carried.

2. Approval of Ord. 2024 –02 amending Chapter 2, Section 22-200, related to Definition of Body Modification/Tattoo Establishments within the Gurnee Municipal Code.

Administrator Muetz said this amendment modifies the definition in the Municipal Code License Article to define lip blushing and microblading and make them exempt from the body modification establishment definition when an ancillary service.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve of Ord. 2024 – 02 amending Chapter 2, Section 22-200, related to Definition of Body Modification/Tattoo Establishments within the Gurnee Municipal Code.

Roll call,

AYE: 5- Balmes, Thorstenson, Ross, Garner, O'Brien
NAY: 0- None
ABSENT: 1- Woodside
Motion Carried.

3. Approval of Ord. 2024 –03 authorizing execution of an agreement between the Village of Gurnee and the Illinois Department of Transportation for intersection improvements at US Route 41 and Stearns School Road; State Contract No. 62W53.

Administrator Muetz said IDOT will be performing an intersection improvement project at Stearns School Road and US 41 to help improve traffic flow and safety. Highlights of the project include the addition of a southbound right turn lane and left turn lane, a second left turn lane on

northbound US 41, a second right turn lane on eastbound Stearns School Road and an additional westbound receiving lane on Stearns School Road. The project also includes relocation of the Village's ductile iron watermain outside of the new limits of pavement. Administrator Muetz stated the main has experienced breaks in the past, so replacing this section and moving it from under the pavement will be a benefit to the Village. The Village will be responsible for costs related to the watermain relocation and Opticom system. These expenses are estimated at \$310,000 and would be paid in two installments.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Ord. 2024 – 03 authorizing execution of an agreement between the Village of Gurnee and the Illinois Department of Transportation for intersection improvements at US Route 41 and Stearns School Road; State Contract No. 62W53.

Roll call,

AYE: 5- Balmes, Thorstenson, Ross, Garner, O'Brien

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

4. Approval of Ord. 2024 – 04 authorizing the execution of Amendment #1 to the Intergovernmental Agreement regarding development of the plan and agreement to consolidate participating Lake County Public Safety Answering Points.

Administrator Muetz said on July 25, 2022 the Village approved an intergovernmental agreement (IGA#1) to participate in the effort to develop a plan and agreement to consolidate PSAPs. IGA#1 has a term of 18 months and expires at the end of February 2024. The overall effort continues to make good progress. He stated the transition to single software platforms is underway, founding documents are being reviewed by legal, the facility is under construction, a 200+ page Options & Recommendation Report has been finalized, working groups are meeting and cost-sharing models are being developed and vetted. While significant progress has been made, IGA#2 that will establish the entity and determine membership is not yet completed. It is currently in final-draft format and is being reviewed by an outside law firm with experience assisting public safety consolidations. As a result, an extension to IGA#1 is necessary. The extension is 12 months in length, substitutes Lake County for the Lake County Sheriff and consolidates some language based on experience over the past year and a half. Administrator Muetz stated the extension does not require any additional financial contribution. Funding is still available from the 2022 contributions from participating agencies.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2024 –04 authorizing the execution of Amendment #1 to the Intergovernmental Agreement regarding development of the plan and agreement to consolidate participating Lake County Public Safety Answering Points.

Roll call,

AYE: 5- Balmes, Thorstenson, Ross, Garner, O'Brien

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

G. PUBLIC COMMENT

None.

Closing Comments

None.

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 7:13 p.m.

**Andrew Harris,
Village Clerk**