

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

**GURNEE VILLAGE HALL
NOVEMBER 7, 2016**

Call to Order

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

Other Officials in Attendance

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Scott Drabicki, Village Engineer; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Fred Friedl, Fire Chief; Kevin Woodside, Police Chief; Willie Meyer Deputy Police Chief; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator.

Roll Call

PRESENT: 5- Ross, Garner, Thorstenson, Balmes, Hood

ABSENT: 1- Wilson

Pledge of Allegiance

Mayor Kovarik led the Pledge of Allegiance.

A. PUBLIC COMMENT

Warren Township High School Future Business Leaders of America

Ginna Mannino and William Eveland, from the FBLA briefly spoke about the group and an upcoming workshop for middle school students. They also discussed the importance of American Enterprise Day.

B. APPROVAL OF CONSENT AGENDA

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

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood

NAY: 0- None

ABSENT: 1- Wilson

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 October 17, 2016 and October 24, 2016 Village Board meetings.
2. Approval of Ord. 2016 - 76 authorizing execution of an agreement between Vogue Printers and the Village of Gurnee for newsletter printing services.
3. Approval of bid award for fuel purchase to the low bidder, Mansfield

Oil Company, at a supplier discount price of -\$0.0251 cents per gallon for unleaded gasoline and a supplier mark-up price of \$0.0135 cents per gallon for biodiesel fuel.

4. Approval of Police Department request for Officer Dan Ruth and K9 Bear to attend K9 SKIDDS/CATS training in Madison, WI from November 14th – 16th at a cost of \$915.00.
5. Approval of Payroll for period ending October 15, 2016 in the amount of \$774,989.06.
6. Approval of Payroll Transfer Journal for period ending October 15, 2016 in the amount of \$766,401.36.
7. Approval of Payroll for period ending October 29, 2016 in the amount of \$947,810.99.
8. Approval of Payroll Transfer Journal for period ending October 29, 2016 in the amount of \$941,810.13.
9. Approval of Bills for the period ending November 7, 2016 in the amount of \$1,506,035.20.

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

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood

NAY: 0- None

ABSENT: 1- Wilson

Motion Carried.

D. PETITIONS AND COMMUNICATIONS

1. Approval of a Proclamation designating November as “National American Indian/Alaska Native Heritage Month” in the Village of Gurnee.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of a Proclamation designating November as “National American Indian/Alaska Native Heritage Month” in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried

2. Approval of a Proclamation designating November 15, 2016 as “American Enterprise Day” in the Village of Gurnee.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of a Proclamation designating November 15, 2016 as “American Enterprise Day” in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried

3. Reminder – Village of Gurnee Chamber of Commerce Mayor's Business Luncheon – 11:30am, November 16th at KeyLime Cove.

E. REPORTS

1. Update from Village Engineer Scott Drabicki – Grandville Avenue railroad crossing Quiet Zone analysis.

Mr. Drabicki summarized the results of the Quiet Zone analysis, which included three alternatives. Staff is recommending to pursue alternatives one and two, which include median barriers.

Mayor Kovarik asked what a mountable median is.

Mr. Drabicki said it is a rounded median that a car can driver over.

Mayor Kovarik asked if this would become part of the budget.

Mr. Drabicki said yes, with the next step being applying with the FRA for a Quiet Zone and working with a property owner near the location regarding driveway access.

Trustee Balmes asked if railroad helps with this.

Mr. Drabicki said no, the cost of the improvements are paid by the Village.

Trustee Balmes said this prevents them from blowing their horn.

Mr. Drabicki said that is the intent, however, the Train Engineer has the discretion if they feel it is needed due to a safety factor.

Ross asked the difference between alternative one and two.

Mr. Drabicki explained one can be driven over by a car, the other is a raised median and a car cannot drive over it.

Trustee Balmes asked if this was in the 2017-18 budget.

Mr. Drabicki said most likely would be in the 2018 calendar year budget.

2. Update from Village Engineer Scott Drabicki – Andover Drive sidewalk request.

Mr. Drabicki stated the Village received a sidewalk request on Andover Drive, this was discussed at an August Village Board meeting. He said since that time he has surveyed the properties impacted. Two of the property owners were in favor, two were against, and one has not responded. Due to the lack of consensus, staff is recommending the project not be pursued.

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord. 2016 - 77 amending certain sections of Chapter 18 (Buildings and Building Regulations), Article III of the Gurnee Municipal Code related to the definition of Terms, Alarms and Sprinkler Requirements.

Mr. Muetz said the Community Development Department and Fire Department are requesting the following amendments to the Village's Building Codes:

- Addition of two definitions differentiating balconies and decks by their support structure.
- Adjustment of the Winter Design Temperature (one of the factors used in determining the size and capacity of heating systems in residential units) from -10 to -5 degrees Fahrenheit.
- Installation of a visual/audio alarm on the front of homes with residential sprinkler systems that would trigger when the sprinkler system does. This helps alert neighbors when the system has been activated, which is beneficial in cases where the homeowner is not home. It will only apply to new construction, the change is not retroactive.
- Addition of a single, dry side-wall sprinkler head in the garage over the door to the residence. This provides another layer of protection in homes with sprinkler systems. It will only apply to new construction, the change is not retroactive.

Mr. Ziegler said Wentworth had already submitted master building plans, it would not apply. However, Wentworth has agreed to install audio/visual alarms, but was not agreeable to the sprinkler head in the garage.

Mayor Kovarik asked if there were any other projects in process.

Mr. Ziegler said small projects here and there, but nothing large scale.

Trustee Garner asked what this will cost.

Chief Friedl said a head costs about \$100 and the alarm will cost about \$70 for installation.

Trustee Balmes asked if this was just for residential.

Mr. Ziegler said yes, single family homes only.

It was moved by Trustee Ross, seconded by Trustee Balmes to approve of Ord. 2016 - 77 amending certain sections of Chapter 18 (Buildings and Building Regulations), Article III of the Gurnee Municipal Code related to the definition of Terms, Alarms and Sprinkler Requirements.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood

NAY: 0- None
ABSENT: 1- Wilson
Motion Carried.

2. Approval of Engineering Division's recommendation to award the 2016 Water Main Replacement Project low bidder, Glenbrook Excavating, Inc., at a cost of \$254,175.00.

Mr. Muetz said we recently amended the budget to allow additional water system improvements. This includes the replacement of water main at the follow locations: Greenleaf Street Route 21 south of Grand Avenue; and the intersection of Grand Avenue and Fuller Road. On October 26th the Engineering Division opened ten bids for this work. The low bidder for the work was Glenbrook Excavating. The firm's price of \$254,175 was \$100,000 under staff's estimate of \$360,000. Staff has worked with Glenbrook in the past with good results and is recommending the contract be awarded to this firm.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Engineering Division's recommendation to award the 2016 Water Main Replacement Project low bidder, Glenbrook Excavating, Inc., at a cost of \$254,175.00.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood
NAY: 0- None
ABSENT: 1- Wilson
Motion Carried.

3. Approval of Engineering Division's recommendation to award conduit boring from Fire Station #1 to Village Hall to HBK Engineering at a cost of \$24,602.00.

Mr. Muetz said included in the FY 2016/2017 Budget is funding for continuing to the intra/internet project. One of the projects included is connecting Fire Station #1 to Village Hall via fiber. This segment will complete a link from the Police Department to Public Works. The project is more involved as it requires State and County permitting, as well as crossing 132, the ditch on the south side of 132 and O'Plaine Road. There may also be an opportunity in the future to tie in other taxing bodies in the Village Center, to which this fiber link would act as the backbone for network resource sharing. The Engineering Division has been working to obtain pricing for the design and permitting of this project. The Division reached out to three different companies. After reviewing the responses, the Division is recommending the Village contract with HBK Engineering to design, permit and prepare contract documents for the installation of underground conduit. The Village has not previously contracted with HBK but has heard good things.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Engineering Division's recommendation to award conduit boring from Fire Station #1 to Village Hall to HBK Engineering at a cost of \$24,602.00.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood
NAY: 0- None
ABSENT: 1- Wilson
Motion Carried.

4. Approval of renewals related to the Village's self-insured medical plan:

- Health Insurance Plan's Stop Loss Coverage a period of 12 months with Blue Cross Blue Shield of Illinois at an estimated cost of \$334,853.00; and

- Administrative Services Only contract for a period of 12 months with Blue Cross Blue Shield of Illinois at a rate of \$73.46 per employee per month and adjusted for anticipated annualized prescription rebates of \$53,724.

Mr. Muetz said BCBSil quoted the Village an estimated cost of 334,853.00 for stop loss coverage. This is a 3.5% or \$10,000 increase compared to the current year. The adjustment is a combination of rate increase and adjusting for enrollment changes at the time of the renewal.

Mr. Muetz said as it relates to claims administration and network utilization, BCBSil quoted the Village a cost of \$73.46 per employee per month. This represents a 1.3% increase over the current rate.

He said staff is also recommending some adjustments to pharmacy services program to get a better handle on these costs.

Trustee Ross said the Village appears to have done better than the rest of the marketplace.

Human Resource Director Palmieri stated staff keeps a close eye on where dollars are spent and tries to offer options that help save employees money, which results in savings to the Village.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of renewals related to the Village's self-insured medical plan:

- Health Insurance Plan's Stop Loss Coverage a period of 12 months with Blue Cross Blue Shield of Illinois at an estimated cost of \$334,853.00; and

- Administrative Services Only contract for a period of 12 months with Blue Cross Blue Shield of Illinois at a rate of \$73.46 per employee per month and adjusted for anticipated annualized prescription rebates of \$53,724.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood
NAY: 0- None
ABSENT: 1- Wilson
Motion Carried.

5. Approval of group dental insurance renewal with Delta Dental – 0%

rate adjustment for 12-month period beginning January 1, 2017.

Mr. Muetz said the Village's current dental insurance provider is Delta Dental. Staff has been very happy with the level of service and coverage provided by Delta. The current contract was for a 12 month period which expires January 1, 2017. Delta provided the Village another 1 year renewal at 0% rate adjustment. Staff is recommending the 1 year renewal.

It was moved by Trustee Ross, seconded by Trustee Balmes to approve of group dental insurance renewal with Delta Dental – 0% rate adjustment for 12-month period beginning January 1, 2017.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood

NAY: 0- None

ABSENT: 1- Wilson

Motion Carried.

6. Approval of employee life insurance and accidental death and dismemberment policies with MetLife – 0% rate adjustment for 12-month period beginning January 1, 2017.

Mr. Muetz said in 2013 MetLife quoted life insurance and for accidental death and dismemberment for the Village. This rate was guaranteed for 2 years. With those 2 years up last year, the Village again requested a quote from MetLife. MetLife quoted a flat renewal with no changes to the plan design for 2016. For 2017 MetLife once again quoted no changes to the plan and no rate increase. This rate will be guaranteed for 1 year.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of employee life insurance and accidental death and dismemberment policies with MetLife – 0% rate adjustment for 12-month period beginning January 1, 2017.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood

NAY: 0- None

ABSENT: 1- Wilson

Motion Carried.

7. Approval of a 4.5% rate adjustment to the professional service agreement between the Village of Gurnee and Wright Benefit Strategies, Inc.

Mr. Muetz said, Peter Wright, our health insurance broker, is requesting a rate adjustment of 4.5%, which would bring the current monthly fee from \$4700 to \$4916 effective January 1, 2017. The previous adjustment was January 2016 which took the monthly rate from \$4500 to \$4700. He continued to say Peter and his team continue to do a good job helping the Village make adjustments to our plans to control cost without sacrificing service. The overall impact of the adjustment is just under \$2600.

Trustee Hood said the Village received an increase last year, and while the amount this year isn't large, the Village hasn't had a competitive bid

recently so it's hard to know if this is a good deal. He continued to state he was not comfortable with the increase based on the info he has.

Trustee Thorstenson stated she agreed with Trustee Hood and asked if there was negotiations related to the proposed increase. She then asked if there is an opportunity to aggregate brokerage services.

Human Resource Director Palmieri stated the uniqueness of the Village's program makes that very difficult.

Mayor Kovarik requested clarification on Trustee Hood's request which was keeping the fee flat and staff evaluate the service next year.

Mayor Kovarik asked if this could be postponed and evaluated quick.

Human Resource Director Palmieri stated is an involved process that would take additional time.

Trustee Ross stated the service appears to be good and the market is very volatile, therefore an increase may be justified.

Mayor Kovarik stated health insurance is very complicated and takes a specific expertise.

Peter Wright then addressed the proposed rate increase. He stated he understands the concern, however, the Affordable Care Act has created much more work. In addition, suppliers have cut staff and training which results in additional costs to brokers. He stated the contract would continue without the rate increase, however, his costs are going up. Over the last seven years it has increased an average of 3% annually. He stated whatever the decision, he values the relationship with the Village and respects the decision of the Board. He stated the notification of the rate increase was late in the process and he understands that was not ideal.

Trustee Hood stated he understands the increase now, but would still request an evaluation of the services next year. Human Resource Director Palmieri stated she will provide a written report.

It was moved by Trustee Hood, seconded by Trustee Ross to approve of a 4.5% rate adjustment to the professional service agreement between the Village of Gurnee and Wright Benefit Strategies, Inc.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood

NAY: 0- None

ABSENT: 1- Wilson

Motion Carried.

8. Approval of the 2017 Village Board meeting schedule.

Mr. Muetz said the 2017 Village Board meeting schedule strives to maintain regular business meetings on the 1st and 3rd Mondays and Committee of the Whole Meetings on the 4th Mondays while taking into account major holidays and observances. A few items worth noting for

2017:

- March – No Committee of the Whole meeting as spring break is set for March 27th – 31st. March is also the month where staff will present the budget, therefore no Committee meeting allows staff to dedicate more time and resources to this process.
- July – Moved the regular meetings to the 2nd and 4th Mondays, with the Committee of the Whole on the 5th Monday. The 4th of July is on a Tuesday in 2017 and may impact our ability to convene a quorum if board members leave town for a long weekend.
- October - Moved the regular meetings to the 2nd and 4th Mondays, with the Committee of the Whole on the 5th Monday. This is to avoid back to back regular business meetings on September 25th and October 2nd.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of the 2017 Village Board meeting schedule.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Balmes, Hood

NAY: 0- None

ABSENT: 1- Wilson

Motion Carried.

9. Approval of 2017 Trick or Treating hours – Saturday, October 28th from 2:00 – 5:00 pm.

Trustee Ross stated she is concerned Gurnee will be the only community with Saturday hours and this will result in people from outside coming in and this may upset residents.

Mayor Kovarik stated there is a petition to move Halloween to Saturday nationwide. She continued to say the schools need to know the day so they can set sports schedules for 2017.

Trustee Balmes stated she is still in favor of Halloween night. She continued to say that she finds it hard to believe all surrounding communities would disregard public safety. Being the only community on a Saturday is also a concern she has.

Mayor Kovarik asked about not setting hours at all, like unincorporated Lake County does. Chief Woodside stated no hours would result in people trick-or-treating on Halloween night. Mayor Kovarik stated that emails that came in when the change was discussed for 2016 indicated that Saturday was fine, but the community needed an advanced notice.

Trustee Thorstenson stated she was fine with Saturday.

Trustee Garner stated he is fine with Saturday or Sunday.

Trustee Hood stated he agreed with Trustee Garner.

It was moved by Trustee Hood, seconded by Trustee Thorstenson to approve of 2017 Trick or Treating hours – Saturday, October 28th from

2:00 – 5:00 pm.

Roll call,

AYE: 5- Ross, Garner, Thorstenson, Hood, Kovarik

NAY: 1- Balmes

ABSENT: 1- Wilson

Motion Carried.

**H. PUBLIC
COMMENT**

None.

Closing Comments

None.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Mayor Kovarik adjourned the meeting at 7:53 p.m.

**Andrew Harris,
Village Clerk**
