

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

**GURNEE VILLAGE HALL
JUNE 17, 2019**

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; Brian Gosnell, Finance Director; Chris Velkover, Information Systems Director; John Kavanagh, Fire Chief; Brian Smith, Police Chief; Jesse Gonzalez, Deputy Police Chief; Jeremy Gaughan, Police Commander; Willie Meyer, Police Commander; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

Roll Call

PRESENT: 5-Ross, Garner, Balmes, Hood, Thorstenson
ABSENT: 1-O'Brien

Pledge of Allegiance

Mayor Kovarik 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: 5- Ross, Garner, Balmes, Hood, Thorstenson
NAY: 0- None
ABSENT: 1- O'Brien
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 June 3, 2019 meeting.
2. Approval of Fleet Administrator's recommendation to purchase 2019 Ford Fusion SE from Gillespie Ford at a price of \$24,660.70 (Police Detective Unit #164 – Governmental Purchasing Program).
3. Approval of Fleet Administrator's recommendation to purchase 2019 Dodge Grand Caravan SE from Ray Dodge at a price of \$26,987.00 (Police Detective Unit #173 – Governmental Purchasing Program).
4. Approval of Payroll for period ending June 7, 2019 in the amount of \$882,383.37.
5. Approval of Bills for the period ending June 17, 2019 in the amount of \$3,557,421.80.

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

Roll call,

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

C. PETITIONS AND COMMUNICATIONS

1. Approval of Proclamation designating July as "Parks and Recreation Month" in the Village of Gurnee.

Mayor Kovarik read into record.

It was moved by Trustee Thorstenson, seconded by Trustee Ross to approve of a Proclamation designating July as "Parks and Recreation Month" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

2. Approval of Proclamation recognizing and congratulating the Gurnee Women's Business Association on its 25th Anniversary.

Mayor Kovarik read into record.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of a Proclamation recognizing and congratulating the Gurnee Women's Business Association on its 25th Anniversary.

Voice Vote: ALL AYE: Motion Carried.

3. Presentation of Police Awards for the calendar year 2018:

Police Chief Smith briefly explained the criteria for each award and then presented the awards with Deputy Chief Gonzalez.

a. Traffic Enforcement Award:

Officer Matt Bendler
Officer Marcian-Bogdan Butur
Officer Michael Stoner

b. Alliance Against Intoxicated Motorists D.U.I. Award:

Officer Michael Lambert 25 DUI Pin
Officer Dan Ruth 50 DUI Pin
Officer JR Nauseda 300 DUI Pin

c. D.U.I. Enforcement Award:

Officer JR Nauseda 10th Time Recipient

Rita Kreslin representing AAIM stated that these Officers have to put in many hours for each DUI case. She said the time they spend on each saves lives. She ended by saying people need to remember to be kind as Police Officers are keeping us safe.

D. REPORTS

None.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2019 - 44 authorizing the execution of an Intergovernmental Agreement between the Illinois Environmental Protection Agency (IEPA) and the Village of Gurnee to fund additional ambient air sampling for ethylene oxide.

Administrator Muetz said following the approval of a contract for ambient air sampling the Lake County Health Department petitioned the Illinois Environmental Protection Agency (IEPA) for additional funding to extend the sampling period. The IEPA has responded with funding in the amount of \$62,500 for the Village of Gurnee and \$62,500 for the City of Waukegan. The IEPA has drafted a very simple three page Intergovernmental Agreement (IGA). The funding will be used to continue air sampling beyond the initial 30 days following the installation of additional controls and instrumentation at Vantage. If the IEPA permits are not issued by the time the Village's 30 days of sampling are complete, Gurnee will pause the process until such time that the IEPA permits are issued and additional controls are completed. The Village will then start the sampling back up. The Lake County Health Department has agreed to manage this process. As the State's fiscal year ends on June 30th, the State needs to transfer this funding to the Village before that date.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2019 - 44 authorizing the execution of an Intergovernmental Agreement between the Illinois Environmental Protection Agency (IEPA) and the Village of Gurnee to fund additional ambient air sampling for ethylene oxide.

Roll call,

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

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

2. Approval of Ord. 2019 - 45 approving an agreement for architectural services from FGM Architects Inc. related to the planning for a new fire station.

Administrator Muetz stated the next two items on the agenda are related to efforts to build Fire Station #3. He then turned it over Fire Chief Kavanagh to review the first proposal.

Chief Kavanagh stated a Village Committee interviewed three architecture firms. He stated following this process FGM is the recommended vendor. Chief Kavanagh said costs related to architectural services are a percentage of true costs. The budget is updated as the project moves forward, so staff is able to make necessary adjustments along the way.

Trustee Balmes asked where the Village is at with securing land to build upon.

Administrator Muetz stated the Village currently has enough land, but is working with the property owner to the south to obtain some additional property. He stated this owner has communicated it is willing to work with the Village.

Trustee Garners asked the total project cost.

Administrator Muetz stated this year's budget included \$500,000, with \$3.75 million as a placeholder in Multi-Year Capital Improvement Plan for each of the next two years.

Chief Kavanagh said those placeholders are based on square footage but could change based on construction material prices and other factors. He stated the budget will be updated along the way so staff can help control costs.

Trustee Balmes asked if this station will be bigger than Station #2.

Chief Kavanagh said this facility will be a little bit bigger with a larger sleeping quarters and one more apparatus bay.

Trustee Ross asked if the architecture firm will oversee construction contractors.

Chief Kavanagh said no the Village will hire a separate firm for that.

Trustee Thorstenson said along with the increase in EMS calls this seems like a timely project

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2019 - 45 approving an agreement for architectural services from FGM Architects Inc. related to the planning for a new fire station.

Roll call,

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

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

3. Approval of Ord. 2019 - 46 authorizing the approval of a contract with Christopher B. Burke Engineering, Ltd. for professional engineering services (new fire station traffic warrant analysis and intersection design study).

Administrator Muetz said this contract reviews the intersection and the need for a traffic signal. Staff requested proposals from three firms capable of completing this analysis. Burke was the low bidder. Staff has worked with this firm in the past and been pleased with the results.

Mayor Kovarik stated she has asked state legislators for assistance on any intersection improvements since it is a state route.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2019 – 46 authorizing the approval of a contract with Christopher B. Burke Engineering, Ltd. for professional engineering services (new fire station traffic warrant analysis and intersection design study).

Roll call,

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

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

4. Approval of request from Great Wolf Lodge to allow limited day pass sales for a 45-day period between June 21 and August 5, 2019.

Mayor Kovarik stated Great Wolf Lodge (GWL) is requesting the ability to sell day passes for a 45-day period. She then introduced Steve Jacobsen, Vice President Domestic Development for Great Wolf Resorts.

Mr. Jacobsen reviewed a PowerPoint presentation with the Village Board. The presentation included information on:

- Great Wolf's expanding national footprint.
- Summer Camp-In Program.
- Organizational Mission of fostering family togetherness through fun and adventure in a safe environment.
- Advertising campaign and strategy.
- Day Pass Overview and Testing at other Resorts:
 - Pilot Period February through April to test and monitor the implementation.
 - Day pass supply set at hotel based capacity (e.g. capacity made available by unsold rooms as previously defined).
 - Measured Constraints including parking, front desk arrival experience, waterpark admission, seating challenges and slide throughput.
- Great Wolf Gurnee Request:
 - Temporary 45-day authorization for GWL to be able to sell Day Passes from June 21 through August 5, 2019 utilizing the same parameters that have been included in the SUP amendment application.
 - Total available inventory on any given day of water park day passes available to guests who are not hotel guests or attending a private function or promotional event shall be equal to ((number of unoccupied hotel rooms x 4.4) + 30);
 - The price of an individual water park day pass available to the public shall be no less than \$40.00; provided however, (A) the foregoing price minimum shall not apply to or restrict the operator from offering water park day passes at a lesser group rate or special promotional offering targeting specific guests, and (B) beginning on January 1, 2021, and each January 1 thereafter, the foregoing price minimum shall be increased by the percentage increase in the US Consumer Price Index from the prior January 1, if any;
 - Water park day passes may only be purchased by someone 21 years or older;
 - Any group of water park day pass users must include at least one person 21 years old or older and have a maximum adult to child ratio of 1:4;
 - The property will maintain reasonable access controls at water park entrance;
 - Water park day passes will be marketed as advance sales through online and customer contact center sales; and
 - Maximum occupancy for the waterpark as established by the Fire Code must be observed at all times

Mr. Jacobsen then took questions from the Village Board on the proposal.

Trustee Garner asked Mr. Jacobsen to explain the 4.4 plus 30 formula better.

Mr. Jacobsen explained how it works and how GWL they came up with those parameters.

Trustee Thorstenson asked about the timeline as it relates to the request going before the Planning & Zoning Board.

Village Attorney Winter said this is separate from that.

Mayor Kovarik said this is a temporary approval because we want Gurnee to be part of the upcoming national ad campaign. Mayor Kovarik also explained that originally the Village was against day passes but she said she feels this plan works because very few day passes will be issued during peak attendance times at Six Flags Hurricane Harbor. She said Six Flags has expressed concerns.

Mr. Jacobsen said he is not sure Six Flags realized the limitations GWL is putting on itself.

Mayor Kovarik added the Village gets a lot of calls from residents wanting day passes for the Great Wolf Lodge water park.

Trustee Garner asked how many day passes per season they expect to sell.

Mr. Jacobsen said he has not calculated that number and it all depends on hotel occupancy. He said however GWL expects to see a significant increase in sales resulting in additional tax revenue.

Trustee Garner asked how much does a room cost.

Mr. Jacobsen said the price of a room can be as low as \$150 a night in the slow season and as high as \$300 in peak season. He said that every occupant staying at GWL receives a pass to the water park as part of the cost of the room. He explained with the price of a day pass being set at \$40 the thought is a family of four or larger will decide to purchase a room.

Trustee Thorstenson said she is looking forward to this trial.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of request from Great Wolf Lodge to allow limited day pass sales for a 45-day period between June 21 and August 5, 2019.

Roll call,

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

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

5. Approval Police Department's recommendation to purchase Emergency Medical Dispatch ProQA software and required computer-aided dispatch integration at a one-time total cost of \$124,452.00 and annual reoccurring maintenance costs of \$13,700.00.

Administrator Muetz said this was discussed extensively during the budget process. He stated all Communication Operators in the Village's 9-1-1 Center are emergency medical dispatch (EMD) certified. Emergency medical dispatch allows Communication Operators to quickly and properly determine the nature and priority of the call and then give the caller instructions to help treat the patient until the responding fire or police unit arrives. EMD protocols currently are printed on antiquated manual card sets that can be cumbersome to utilize. Mistakes can be made by inadvertently skipping a necessary question or direction or "flipping" to the wrong card. Under the current system once information is obtained from the caller, the call taker must then manually update a CAD incident with the information received verbally which can also cause a delay due to handling multiple tasks. The FY 19/20 budget includes transitioning EMD service to a software-based system. This will allow the Communications Operator to enter necessary information

which is then analyzed by the software to determine the appropriate response. The new system will also record all call taker input, reducing human error for improved customer service, first-responder safety and risk management. The ProQA system also records all call taker input, furthermore reducing human error. A quote was received for ProQA in the amount of \$91,422 which includes software installation, licenses for all positions, training and maintenance. A quote was also received by Tritech, the Village's CAD vendor, for the integration in the amount of \$29,010. The second year maintenance costs for the ProQA software is \$10,000 and \$3,700 for the CAD maintenance. The upfront cost of the software and future maintenance are reimbursable by the NLCC-ETSB. The NLCC-ETSB voted unanimously in favor of the purchase at the May 14, 2019 meeting.

Mayor Kovarik asked regular updates to medical protocol are included in the maintenance.

Information Systems Director Velkover responded yes.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of Police Department's recommendation to purchase Emergency Medical Dispatch ProQA software and required computer-aided dispatch integration at a one-time total cost of \$124,452.00 and annual reoccurring maintenance costs of \$13,700.00.

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

G. 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 7:56 p.m.

**Andrew Harris,
Village Clerk**