

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

**GURNEE VILLAGE HALL  
JULY 1, 2019**

<b>Call to Order</b>	Mayor Kovarik called the meeting to order at 7:00 p.m.
<b>Other Officials in Attendance</b>	Patrick Muetz, Village Administrator; Heather Galan, Village Engineer; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Tom Rigwood, Director of Public Works; John Kavanagh, Fire Chief; Brian Smith, Police Chief; Jesse Gonzalez, Deputy Police Chief; Willie Meyer, Police Commander; Jon Ward, Police Commander; Tracy Velkover, Planning Manager, Jack Linehan, Assistant to the Administrator
<b>Roll Call</b>	<b>PRESENT: 5-Balmes, Hood, Thorstenson, Ross, Garner</b> <b>ABSENT: 1-O'Brien</b>
<b>Pledge of Allegiance</b>	Mayor Kovarik led the Pledge of Allegiance.
<b>A. <u>APPROVAL OF CONSENT AGENDA</u></b>	<p>It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve the Consent Agenda as presented.</p> <p><b><u>Roll call,</u></b> <b>AYE: 5-Balmes, Hood, Thorstenson, Ross, Garner</b> <b>NAY: 0- None</b> <b>ABSENT: 1- O'Brien</b> <b>Motion Carried.</b></p>
<b>B. <u>CONSENT AGENDA / OMNIBUS VOTE</u></b>	<p>The Village Administrator read the consent agenda for an omnibus vote as follows:</p> <ol style="list-style-type: none"><li>1. Approval of minutes from the June 17, 2019 and June 24, 2019 Village Board meetings.</li><li>2. Approval of Ord. 2019-47 amending the annual budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year beginning May 1, 2018 and ending April 30, 2019.</li><li>3. Approval of granting a Class 9 Liquor License and waiving the fee for the Gurnee Exchange Club for their Gurnee Days events on August 9 and 10, 2019.</li><li>4. Approval of Public Works Department request to set of bid date of July 30, 2019 for Northwestern Water Tower Back-up Generator Project.</li><li>5. Approval of Payroll for period ending June 21, 2019 in the amount of \$887,333.69.</li><li>6. Approval of Bills for the period ending July 1, 2019 in the amount of \$443,767.81.</li></ol> <p>It was moved by Trustee Balmes, seconded by Trustee Ross to approve the Consent Agenda for an omnibus vote as read.</p> <p><b><u>Roll call,</u></b> <b>AYE: 5-Balmes, Hood, Thorstenson, Ross, Garner</b> <b>NAY: 0- None</b> <b>ABSENT: 1- O'Brien</b> <b>Motion Carried.</b></p>
<b>C. <u>PETITIONS AND COMMUNICATIONS</u></b>	None.
<b>D. <u>REPORTS</u></b>	None.
<b>E. <u>OLD BUSINESS</u></b>	None.

**F. NEW BUSINESS**

1. Approval of Ord. 2019-48 granting a variation pursuant to the Gurnee Zoning Ordinance to allow the reduction of the corner side setback from 25 feet to 10 feet for property located at the southeast corner of Kenwood Avenue and Greenleaf Street (unimproved).

Mr. Muetz said Kimbar, Inc. (Larry May) has requested a variance to allow the reduction to the corner side setback from 25 feet to 10 feet for property located at the southeast corner of Kenwood Avenue and Greenleaf Street. Mr. May is of the opinion that since a street is not planned to be constructed, the property is not a corner lot and is rather an interior lot which has 10 foot building setbacks on each side. Regardless of the street existing or not dedicated right-of-way exists and therefore it is a corner lot. Muetz stated the current Administration has no plans to extend Greenleaf to the north. If it were and this variance was granted, a home could potentially be located 10 feet from the right-of-way. Furthermore, if the variance is allowed a 60 foot wide structure could be constructed. If the variance is not approved and the current setback remains in place, a structure could be 45 feet wide. During the PZB meeting, Mr. May indicated he had no additional information to present as all pertinent info was included in his application and he was available to answer any questions. Two residents spoke at the meeting and expressed concerns over granting the variance as other homes in the area were successfully built with the same corner side setback restrictions. Following discussion, the PZB is forwarding a 3-2 favorable recommendation.

Questions – None.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2019-49 granting a variation pursuant to the Gurnee Zoning Ordinance to allow the reduction of the corner side setback from 25 feet to 10 feet for property located at the southeast corner of Kenwood Avenue and Greenleaf Street (unimproved).

**Roll call,**

**AYE: 4-Balmes, Thorstenson, Ross, Garner**

**NAY: 0- None**

**ABSTAIN: 1-Hood**

**ABSENT: 1- O'Brien**

**Motion Carried.**

2. Approval of Ord. 2019-49 amending the Village of Gurnee Personnel Policy Manual.

Administrator Muetz said on an annual basis staff updates the Personnel Policy Manual as needed. Human Resources Director Christine Palmieri then gave an overview of the following changes for 2019:

- No Smoking Policy: modification to reflect vaping as a form of smoking in violation of Village policy.
- Drug and Alcohol-Free Workplace Policy: modification to reflect changes in marijuana status and to identify prescription misuse / abuse as a potential violation under Village policy.
- Compliance with Rules and Regulations: modification to reference Drug and Alcohol-Free Workplace policy in lieu of indicating violations for drugs and alcohol separately.
- Employment Status Changes: modification of Department Head severance pay to comply with Local Government Severance Pay Act.
- Military Leave: complete modification to reflect consolidation of several military leave laws affecting public and private employers into Illinois Service Member Employment and Reemployment Act. Adjusted policy provisions to be in compliance with new Act requirements.
- Public Safety Employee Benefits Act (PSEBA): modification in

light of administrative procedure ordinance and application process.

- Qualified Bicycle Commuting Reimbursement: updated to reflect change in tax status for benefit.
- Appendix A - Anti-Harassment Policy and Prohibition on Sexual Harassment: updated time allowed to file charges with the Illinois Department of Human Rights, pursuant to Public Act 100 1066.
- Other minor updates to make grammatical or other corrections to remain compliant with current laws and to follow best practices.

Questions – None.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2019-49 amending the Village of Gurnee Personnel Policy Manual.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- O'Brien**

**Motion Carried.**

3. Approval Public Works Department's recommendation to purchase one Chevrolet 1500 4x4 chassis, one Chevrolet 2500 4x4 chassis and one Dodge 3500 4x4 chassis from Ray Chevrolet/Dodge at a total cost of \$118,332.00 (Public Works Units #650, #679 and #791).

Administrator Muetz said the FY 19/20 Approved Budget includes the replacement of three pick-up trucks in the Public Works Department. He then reviewed each vehicle including the age, mileage and maintenance costs since 2009. He continued to state the Fleet Management Administrator obtained pricing from a government-purchasing cooperative the Village belongs to (Source Well – formerly NJPA). Ray Chevrolet/Dodge in Fox Lake was able to beat this pricing on each vehicle while reducing timelines and paperwork. The Village has worked with Ray in the past on truck purchases and been pleased with the process. Administrator Muetz continued to state the next item on the agenda is related and is the upfitting of the vehicles. He then provided a summary of the additional equipment needed to upfit the units.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Public Works Department's recommendation to purchase one Chevrolet 1500 4x4 chassis, one Chevrolet 2500 4x4 chassis and one Dodge 3500 4x4 chassis from Ray Chevrolet/Dodge at a total cost of \$118,332.00 (Public Works Units #650, #679 and #791).

Questions:

Trustee Garner raised a question regarding Unit #650's low mileage and the fact the Village is purchasing a replacement so soon. Public Works Director Tom Rigwood clarified stating that due to the continued engine problems that have occurred with that particular model year it would be best to replace the unit at this time.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- O'Brien**

**Motion Carried.**

4. Approval of Public Works Department request to waive bidding requirements and purchase utility service body, back rack, lift gate and hydraulic/diesel refueling tank from Bonnell Industries, at a cost not to exceed \$56,472.00 (Public Works Units #679 and #791).

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of Public Works Department request to waive bidding requirements and purchase utility service body, back rack, lift gate and hydraulic/diesel refueling tank from Bonnell Industries, at a cost not to exceed \$56,472.00 (Public Works Units #679 and #791).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- O'Brien**

**Motion Carried.**

**G. PUBLIC COMMENT**

**Diane Surufka  
1336 Sunrise Ln  
Gurnee, IL**

Ms. Surufka stated she is seriously concerned about high EtO levels and the latest figures released within the County. Ms. Surufka informed the Board that the EtO levels being registered are the equivalent to one pack of cigarettes per day and is a danger to the blood system. Ms. Surufka invited the Board to their July 17<sup>th</sup> meeting at the Police Department.

**Ralph Peterson Jr.**

Mr. Peterson addressed the Board and stated that he was disturbed by Facebook comments the Mayor made in reference to Roger Whitmore's company being removed from the towing list of service providers. Mr. Peterson stated he would be at the next Village Board meeting with additional information.

**H. EXECUTIVE SESSION**

**Adjournment to Executive Session**

The Village Attorney stated that tonight's Executive Session will reference the following:

5 ILCS 120/2 2 (c) (2) which states: Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

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

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- O'Brien**

**Motion Carried.**

Mayor Kovarik adjourned the meeting into Executive Session at 7:25 p.m.

**Recall to Order**

Mayor Kovarik recalled the meeting to order at 7:51 p.m.

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

**ABSENT: 1- O'Brien**

1. Approval of Ord. 2019-50 approving the Collective Bargaining Agreement between the Illinois Fraternal Order of Police Labor Council and the Village of Gurnee for the term beginning May 1, 2019 Through April 30, 2023.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve Ordinance 2019-50 approving the Collective Bargaining Agreement Between the Illinois Fraternal Order of Police Labor Council and the Village of Gurnee for the term beginning May 1, 2019 through April 30, 2023.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 1- O'Brien**

**Motion Carried.**

**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 7:52 p.m.

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**Donna R. Dallas  
Deputy Village Clerk**