

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

**GURNEE VILLAGE HALL
JANUARY 27, 2020**

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; Heather Galan, Village Engineer; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; Chris Velkover, Information Systems Director; Tom Rigwood, Director of Public Works; John Kavanagh, Fire Chief; Brian Smith, Police Chief; Jesse Gonzalez, Deputy Police Chief; Jeremy Gaughan, Police Commander; Willie Meyer, Police Commander; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

Roll Call

PRESENT: 6-Thorstenson, Ross, Garner, O'Brien, Balmes, Hood
ABSENT: 0- None

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: 6- Thorstenson, Ross, Garner, O'Brien, Balmes, Hood
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 January 6, 2020 meeting.
2. Approval of Ord. 2020 -04 authorizing the execution of an Intergovernmental Agreement with the Village of Gurnee and the Warren-Newport Public Library District to contract for the repair and maintenance of parking lots (Phase 2).
3. Approval of reduction in performance bonds for Wentworth Subdivision:
 - a. Landscaping Improvement Bond reduced to \$18,032.00
 - b. Public Improvement Bond reduced to \$93,604.00.
4. Approval of Payroll for period ending January 3, 2020 in the amount of \$866,280.30.
5. Approval of Payroll for period ending January 17, 2020 in the amount of \$860,396.06.
6. Approval of Bills for the period ending January 27, 2020 in the amount of \$1,676,593.73.

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

Roll call,

AYE: 6- Thorstenson, Ross, Garner, O'Brien, Balmes, Hood
NAY: 0- None
ABSENT: 0- None
Motion Carried.

C. PETITIONS AND COMMUNICATIONS

1. Confirmation of FY 20/21 Budget Hearing Dates:
 - 5:00 P.M., March 2, 2020 and;
 - 7:00 P.M., March 23, 2020 (if needed).

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2020 - 05 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for an electronic message board sign on property located at 3747 Route 132 (Temps Now).

Administrator Muetz said Temps Now is requesting the establishment and operation of an electronic message board sign on its property located at 3747 Route 132. He stated all aspects of the proposal meet Village regulation except the request for an electronic message board. A manually changeable reader board is permitted by right however Temps Now desires an electronic message board which requires a Special Use Permit (SUP). Administrator Muetz continued to state Temps Now has reviewed the conditions placed on the WTHS electronic sign and is agreeable to them. In addition, a few additional conditions have been included since the school sign was considered 10 years ago and this site location is different. These conditions are outlined in the staff memo. The Planning & Zoning Board heard the request on December 18th and is forwarding an unfavorable recommendation by a vote of 4-3.

Trustee Ross stated she tends go along with the Planning & Zoning Board recommendation. She then asked the petitioner if the message could only change twice a day.

Scott Polen, owner Temps Now, stated there are many job opportunities they want to advertise to the public. He feels 15 seconds is not a rapidly changing message. He continued to state he understands what the Village does not want as it relates to an electronic message board and believes this is covered under the conditions.

Trustee Ross stated she is concerned about this being a slippery slope going forward.

Attorney Winter reminded the Board the WTHS sign had seven conditions, this request has 11. He also reviewed condition 10 that states the message will be contained on one screen.

Mayor Kovarik stated the Village needs to review electric message board conditions going forward as this issue is not going away.

Trustee Thorstenson asked about the material used for the sign, specifically the brick/stone feature, and if this is what the final sign will include.

Mr. Polen stated they were leaning that way.

Trustee Thorstenson stated she is ok with the sign.

Trustee Garner said a manual reader board is antiquated, but he wants to avoid flashing, scrolling, etc...He continued to state he would like to see the message change every 30 seconds.

Mr. Polen stated the change between messages will be instant and should not draw attention. He continued to state that 30 seconds between changes would work. He stated there will not be videos, flashing, etc...

Trustee Balmes stated while she is not a fan of electronic signs, she understands the need given the current job market.

Trustee O'Brien stated he was also concerned with the timing between messages, however he believes the electronic sign is a huge improvement over a manual message board. He concluded by stating this is a nice way to make East Grand look better.

Trustee Hood asked the petitioner for confirmation that 30 seconds between messages was acceptable.

Mr. Polen stated this was acceptable.

It was moved by Trustee Hood, seconded by Trustee Thorstenson to approve of Ord. 2020 - 05 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for an electronic message board sign on property located at 3747 Route 132 (Temps Now) amending condition #4 from 15 seconds to 30 seconds.

Roll call,

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

2. Approval of Ord. 2020 - 06 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for a Special Use Permit to allow a Planned Unit Development (PUD) with Final Plat/Plan approval on property located at the northeast corner of Route 132 and N. Route 21 (4806 – 4850 Route 132).

Administrator Muetz said the owner of the property at the northeast corner of Grand and 21 (Walgreens, Ace, Fifth Third parcel) is seeking the ability to sell each of the building pads individually while maintaining common area for parking, lighting, storm water detention, etc... In order to accomplish this a Special Use Permit for a Planned Unit Development is needed. The Planning & Zoning Board heard the request at its December 18th meeting and is forwarding a unanimous favorable recommendation.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Ord. 2020 - 06 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for a Special Use Permit to allow a Planned Unit Development (PUD) with Final Plat/Plan approval on property located at the northeast corner of Route 132 and N. Route 21 (4806 – 4850 Route 132).

Roll call,

AYE: 6- Thorstenson, Ross, Garner, O'Brien, Balmes, Hood
NAY: 0- None
ABSENT: 0- None
Motion Carried.

3. Approval of Ord. 2020 - 07 accepting the Final Plat of Grand – Riverside Commercial Subdivision.

Relates to item number 2.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2020 - 07 accepting the Final Plat of Grand – Riverside Commercial Subdivision.

Roll call,

AYE: 6- Thorstenson, Ross, Garner, O'Brien, Balmes, Hood
NAY: 0- None
ABSENT: 0- None
Motion Carried.

4. Approval of Ord. 2020 - 08 approving an agreement for construction manager services between Camosy Construction, Inc. and the Village of Gurnee for the construction of a third Fire Station.

Administrator Muetz gave a brief summary of the request and then turned it over to Fire Chief Kavanagh to provide further detail.

Chief Kavanagh reviewed progress to date that has lead staff to bring this request forward. He stated the Village interviewed four firms. Following interviews, the interview committee felt Camosy was the best fit for the Village. In addition, Camosy has worked on past Village projects. He stated Camosy has attended one meeting with the Village and architect and staff was impressed with the knowledge they brought to the table. He stated the fee is 2.5% of the total project cost. Camosy will bid the project in multiple bid packages, will review the proposals and make a recommendation for Village staff to approve. This allows staff to make adjustments along the way.

Mayor Kovarik stated the value a construction manager brings to a project of this size more than pays for the cost.

Trustee Garner asked how much the project is estimated to cost.

Chief Kavanagh said staff is working to firm up this number but the

project is currently estimated to be between \$6.5 million to \$7 million. He continued to state that 2.5% is a very competitive rate.

Mayor Kovarik stated the project will be discussed in more detail during the Budget Hearing process.

Trustee Ross asked for clarification on the payment schedule.

Chief Kavanagh stated they will be paid along the way, it will not be one lump sum at the end.

Trustee O'Brien asked for clarification on the services they provide.

Chief Kavanagh provided further detail, stating each part of the project is bid and reviewed separately compared to one price to construct the entire project. He also stated the construction manager will remain on-site to supervise subcontractors.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Ord. 2020 - 08 approving an agreement for construction manager services between Camosy Construction, Inc. and the Village of Gurnee for the construction of a third Fire Station.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

5. Approval of awarding the Police Department Gurnee Mills Substation Upgrade Project to Joseph J. Henderson & Sons, Inc. cost not to exceed \$165,528.00.

Administrator Muetz gave a brief summary of the request and then turned it over to Police Chief Smith to provide further detail.

Chief Smith stated the substation has existed at the Mall since 1991. Outside of some furniture purchases in 2001 there have been no significant improvements to the substation. The Department is requesting approval to make improvements that will enhance officer safety, workstations and modernize the space. He continued to state the substation greatly enhances the service the Department is able to provide to the Mall and its patrons.

Administrator Muetz stated the project cost includes \$15,000 in contingencies that staff is hopeful will not be needed. He also stated that if the project is approved, the Police Department understands this will remain the substation location for the long-term.

Trustee O'Brien asked how long the project will take.

Chief Smith stated it will be completed in phases and should be completed in approximately two months.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of awarding the Police Department Gurnee Mills Substation Upgrade Project to Joseph J. Henderson & Sons, Inc. cost not to exceed \$165,528.00.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

6. Approval of Information System Division's recommendation to waive the formal bidding process and to award the 2020 Server Storage Replacement Project and 5-years of pre-paid maintenance to CDWG at a cost of \$75,843.72.

Administrator Muetz said last year the Information Systems (IS) Division issued a RFP for replacement of server equipment at Village Hall. The RFP specified three specific manufacturers. The contract was awarded to CDWG and the solution purchased last year was from Nimble Storage / Hewlett Packard Enterprise. Since that time

the equipment has exceeded the expectations of IS. The FY 19/20 Budget includes funding for replacement of server equipment at the Police Station and the IS Division has determined that the Nimble/Hewlett Packard solution is the preferred choice based on performance. As the Division bid the equipment just a year ago and has since narrowed the scope (i.e.: is now specifying equipment solution/manufacturer) it does not believe the formal RFP process will yield significant cost savings. CDWG has the State of Illinois Purchasing Contract for this equipment. The desired equipment is nearly identical to that installed at Village Hall with the main difference being storage capacity. The Police Department needs twice as much storage. As a result, IS is requesting to waive the formal bidding process and award the equipment and 5-year maintenance contract to CDWG at a cost of \$75,843.72 (\$40,357.70 in hardware, \$35,486.02 for maintenance contract).

IS Director Chris Velkover provided additional information related to the maintenance cost and how it compares to current maintenance costs.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of Information System Division's recommendation to waive the formal bidding process and to award the 2020 Server Storage Replacement Project and 5-years of pre-paid maintenance to CDWG at a cost of \$75,843.72.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

G. PUBLIC COMMENT

None.

H. EXECUTIVE SESSION

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

5 ILCS 120/2 2 (c) (5) which states: The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. It was moved by Trustee Garner, seconded by Trustee O'Brien to adjourn the meeting into Executive Session.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

Adjournment to Executive Session

Mayor Kovarik adjourned the meeting into Executive Session at 7:39p.m.

Recall to Order

Mayor Kovarik recalled the meeting to order at 7:55 p.m.

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

ABSENT: 0- None

Closing Comments

None.

Adjournment

It was moved by Trustee Ross, 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**