

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

**GURNEE VILLAGE HALL  
FEBRUARY 21, 2022**

<b>Call to Order</b>	Mayor Hood called the meeting to order at 7:03 p.m.
<b>Other Officials in Attendance</b>	Patrick Muetz, Village Administrator; Jack Linehan, Assistant Village Administrator; Gretchen Neddenriep, Acting Village Attorney; Heather Galan, Public Works Director/Village Engineer; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; John Kavanagh, Fire Chief; Brian Smith, Police Chief; Jeremy Gaughan, Police Commander; Phil Brunell, Communications Supervisor; Ellen Dean, Economic Development Director; Chris Velkover, Information Systems Director
<b>Roll Call</b>	<b>PRESENT:</b> 5- O'Brien, Balmes, Thorstenson, Woodside, Ross <b>ABSENT:</b> 1- Garner
<b>Pledge of Allegiance</b>	Mayor Hood led the Pledge of Allegiance.
<b><u>A. APPROVAL OF CONSENT AGENDA</u></b>	It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve the Consent Agenda as presented.  <b><u>Roll call,</u></b> <b>AYE:</b> 5- O'Brien, Balmes, Thorstenson, Woodside, Ross <b>NAY:</b> 0- None <b>ABSENT:</b> 1- Garner <b>Motion Carried.</b>
<b><u>B. CONSENT AGENDA / OMNIBUS VOTE</u></b>	The Village Administrator read the consent agenda for an omnibus vote as follows:  1. Approval of minutes from the February 7, 2022 meeting.  2. Approval of Payroll for period ending February 11, 2022 in the amount of \$894,677.49.  3. Approval of Bills for the period ending February 21, 2022 in the amount of \$1,068,076.85.  It was moved by Trustee Ross, seconded by Trustee Balmes to approve the Consent Agenda for an omnibus vote as read.  <b><u>Roll call,</u></b> <b>AYE:</b> 5- O'Brien, Balmes, Thorstenson, Woodside, Ross <b>NAY:</b> 0- None <b>ABSENT:</b> 1- Garner <b>Motion Carried.</b>
<b><u>C. PETITIONS AND COMMUNICATIONS</u></b>	1. Administration of Oath of Office for the promotion of Firefighter/Paramedic Nick Perry to Fire Lieutenant.  Mayor Hood administered the Oath of Office promoting Firefighter/Paramedic Nick Perry to Fire Lieutenant.  Chief Kavanagh spoke about the attributes Lieutenant Perry brings to the Department. He briefly shared his background, character traits and accomplishments.  Fire Lieutenant Perry thanked the Village, his family and the Department for the support they have provided him.  Mayor Hood congratulated Lieutenant Perry.  2. Recognition of the Gurnee Communication Center's achievement as an Accredited Center of Excellence for Emergency Medical Dispatching by the International Academies of Emergency Dispatch.

area to help with access and seating.

Trustee O'Brien asked about ensuring everyone behaves, controlling movement in/out and inside the auditorium and if the Police Department has thoughts about the requested changes. Mr. Novak stated a separate manager has been hired and is dedicated solely to the operation of the auditorium. He stated the hostess would help control monitor movement in/out and inside the area. Mayor Hood stated the requested changes have been shared with the Police Department and it did not have any major concerns.

Trustee Thorstenson stated she is happy to see this concept and Gurnee being on the cutting-edge of entertainment options. She asked if the Police Department will conduct liquor compliance checks at the facility. Chief Smith stated the theatre is already part of that program and will continue to be going forward.

Administrator Muetz stated if the Board were agreeable, staff would have the Village Attorney draft the requesting amendments for consideration at a future meeting.

#### **D. REPORTS**

1. Presentation by Finance Director Brian Gosnell – Fiscal Year 21/22 Third Quarter financial performance.

Finance Director Gosnell presented the following presentation to the board.

- A. Fiscal Year 2021/2022 Third Quarter financial performance.
  - Cash & Investments Summary - Gosnell noted the following:
    - Total \$46.3 million (Excludes Pension Funds)
      - 36% Checking
      - 44% Money Market
      - 20% Investments
    - 62% General Fund
    - 17% Capital Improvement Fund
      - \$2m WWFPD Contribution
    - 11% Water & Sewer Funds
  - 110-General Fund Summary – Gosnell noted the following:
    - Total Revenues \$38.1 million
    - Total Expenditures \$30.2 million
    - Surplus/(Deficit) \$8.0 million
    - Notable Variances
      - License Timing – liquor licenses occur in the 4th quarter.
      - Court Fines – down due to pandemic restrictions and staffing issues.
      - Investment Income – down due to suppressed interest rates and negative market value and expected to miss the budget estimate.
      - Insurance Timing – Property, Liability & Workers Compensation insurance premiums are paid in May.
      - Snow & Ice Control – salt purchases are seasonal and will affect the 3<sup>rd</sup> and 4<sup>th</sup> quarters.
      - Rebate Agreements – rebate agreements will occur on the 3<sup>rd</sup> and 4<sup>th</sup> quarters once the base amounts are met.
  - Major Revenues – Director Gosnell noted the following:
    - 65% of General Fund Revenues
    - Annual Budget \$27.5 million
    - Year-To-Date \$25.7 million
      - 93.4% of Total Budget
      - +59.4% vs FY2021
      - +13.5% vs. FY2020
      - +21.4% vs. Adjusted Budget
    - Local Use Tax is down due to the internet sales tax. Retailers previously paying Use Tax are now subject to the full Sales Tax rate including Home Rule.
  - Sales Tax
    - Annual Budget \$16.5 million
    - Year-To-Date \$15.0 million

app.

Assistant Administrator Linehan stated annually the Village shares information in the newsletter related to identifying water leaks. He reiterated the information Director Gosnell shared related to the Eye On Water app.

#### E. OLD BUSINESS

Mayor Hood said that there were no discussion topics on the agenda for the February 28th Committee of the Whole meeting and asked the Trustees if they would like to cancel the meeting.

It was moved by Trustee Balmes, seconded by Trustee Ross to cancel the Committee of the Whole meeting for February 28, 2022.

**Voice Vote: ALL AYE: Motion Carried.**

#### F. NEW BUSINESS

1. Approval of Police Department request to waive bidding requirements and award dispatch radio console and hardware upgrade project to Motorola Solutions at a cost not to exceed \$324,472.96 (expense approved by the NLCC-ETSB on February 8, 2022 for 100% reimbursement).

Communications Supervisor Brunell stated radio consoles installed in 2015 are in need of upgrade due to age and the Village's conversion to STARCOM21 radio network. He stated the Village will also transfer from K-Core to M-Core (State core). Currently, by design, the consoles talk into the radio system via consolettes (fixed mobile radios). Under the proposed upgrade to M-Core, the console platform will be an IP-based radio dispatch console system. The connectivity would be via IP connection directly to the State of Illinois STARCOM21 system core, with the consolettes as a backup transmission path. Supervisor Brunell stated the two primary benefits for our dispatch operations are 1) it adds dispatcher console priority over STARCOM21 radio communications and 2) the dispatch center's radio transmissions will sound similar to a field unit. Under the current scenario, a field unit can transmit and interrupt the dispatch center's radio transmission. The upgrade will prevent this by giving the dispatcher priority. The proposed upgrade will also improve audio quality of the transmissions from the dispatch center to the field units. He continued to state the STARCOM21 network has expanded in recent years and provides very good coverage, highlighting one tower is located at the Tollway maintenance site. He noted testing throughout the Village has been very positive.

Supervisor Brunell then reviewed the logging recorder upgrade. Under the current set up, the voice logger records the audio from the selected radio channel via the headset audio. After the upgrade, the voice logger will have the capability of recording up to twenty-five talk groups simultaneously regardless if selected. This is due to the connectivity via the State core.

Trustee Woodside asked if coverage would be an issue going forward since a coverage map was not provided in the proposal. Supervisor Brunell said coverage would not be an issue. He stated there 240 sites throughout the State, with 11 of them in Lake County. About 95% of the State is currently covered. Trustee Woodside stated STARCOM21 is superior to the 800MHz system and he is happy to see the upgrade.

Trustee Balmes asked how this investment relates to consolidation. Supervisor Brunell stated if the dispatch center was closed the Village would lose its investment. Administrator Muetz clarified the County timeline, stating the County's proposed facility is current scheduled for a 2025 opening, therefore, any potential loss of investment is years away.

It was moved by Trustee Balmes, seconded by Trustee Woodside to approve of Police Department request to waive bidding requirements and award dispatch radio console and hardware upgrade project to Motorola Solutions at a cost not to exceed \$324,472.96 (expense approved by the NLCC-ETSB on February 8, 2022 for 100% reimbursement).