

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

**GURNEE VILLAGE HALL
OCTOBER 10, 2022**

Call to Order

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

Other Officials in Attendance

Patrick Muetz, Village Administrator; Austin Pollack, Assistant to the Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development Director; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Ellen Dean, Economic Development Director; Nick Leach, Village Engineer; Jodi Luka, Management Analyst; John Kavanagh, Fire Chief; David Douglass, Battalion Chief; Brian Smith, Police Chief; Jeremey Gaughan, Police Commander; Jesse Gonzalez, Deputy Police Chief.

Roll Call

PRESENT: 6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson
ABSENT: 0-

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

A. APPROVAL OF CONSENT AGENDA

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

Roll call,

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

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 September 26, 2022 Village Board meeting.
2. Approval of Res. 2022 - 04 establishing certain property of the Village of Gurnee to be surplus (Police Department Units #100, #111, #151, #172, Community Development Department Units #303, #305, #368, #478 and Public Works Department Units #223 & #673).
3. Approval of Information System Division's recommendation to renew a one-year Microsoft Software Assurance maintenance agreement with Dell Marketing L.P. at a cost of \$27,838.59 (State of Illinois Department of Innovation & Technology contract).
4. Approval of request by Trio Carwash, 3419 Grand Avenue, to extend the permit approval deadline by one year to October 26, 2023.
5. Approval of request to dispose of certain Police Department documents as authorized by the State of Illinois Local Records Commission.
6. Approval of Payroll for period ending September 23, 2022 in the amount of \$986,772.54.
7. Approval of Bills for the period ending October 10, 2022 in the amount of \$1,926,135.53.

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

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

C. PETITIONS AND COMMUNICATIONS

1. Administration of Oath of Office for the promotion of Police Sergeant Jason Kalinowski to Police Commander.

Chief Smith introduced Sergeant Kalinowski and spoke about his professional achievements. Mayor Hood administered the Oath of Office to Commander Kalinowski.

Commander Kalinowski's daughter removed his Sergeant badge and his son attached his Commander badge. Commander Kalinowski next introduced his friends and family and briefly spoke.

2. Approval of a Proclamation designating October 23 - 31, 2022 as "Red Ribbon Week" in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Garner, seconded by Trustee O'Brien to approve of a Proclamation designating October 23 - 31, 2022 as "Red Ribbon Week" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

D. REPORTS

1. Presentation by Finance Director Brian Gosnell – Review of Fire Station #3 early debt retirement.

Finance Director Gosnell reviewed the terms of the \$5.4 million Fire Station #3 promissory note with Gurnee Bank, noting the 10-year term with a 15-year amortization period at 2.85% interest. Gosnell stated the principal paid to date is \$322,816 and the Capital Fund balance includes the \$2.0 million contribution from the Warren-Waukegan Fire Protection District, leaving the final payoff the Village would be responsible for funding at \$3.1 million. Gosnell noted the Village transferred \$3.5 million to the Capital Fund last fiscal year to pay off the note, which is included in the Annual Budget. The total interest savings from paying off the note early is \$867 thousand. Gosnell stated he wanted to confirm the Village Board remained comfortable moving forward as previously discussed on numerous occasions. The Board gave consensus to proceed with the planned pay-off of the Fire Station #3 promissory note.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2022 – 57 granting zoning Text Amendments pursuant to the Gurnee Zoning Ordinance for the following articles: Articles 13.3 Signs Allowed Without Permits, Article 9.6 Modifications to Approved Final PUD Plans, Article 2.1 Definition of General Terms, Article 8.1 Use Matrix, Article 8.2 Principal Use Standards, and Article 5.4 Commercial District Design Standards.

Community Development Director David Ziegler reviewed a PowerPoint presentation summarizing the proposed amendments. He stated there are five items for consideration, which include:

- Outdoor Storage Yard Amendment
- Directional Sign Amendment
- PUD Language Amendment – Parking
- Vehicle Dealership Definition Amendment
- Commercial District Design Standards

He stated the amendments received unanimous favorable recommendations from the Planning & Zoning Board (PZB). Next, Director Ziegler summarized each of the amendments.

- Outdoor Storage Yard Amendment (2.1, 8.1 & 8.2) – Ziegler stated staff is proposing to clarify that "Outdoor Storage Yards" do not include the storage of vehicles and/or shipping containers. As such, the use title is proposed to change to "Outdoor Storage of Materials" and a new definition that excludes the principal outdoor storage of vehicles and shipping containers has been created. In addition, staff is proposing to modify the zoning districts where this use is allowed as either a Permitted Use or a Special Use. As the use category name changed, the title of the use in the Principal Use Standards must be updated.
- Directional Sign Amendment (13.3) – Ziegler stated staff is proposing amendments to the Sign Article of the Zoning

Ordinance, specifically to address new trends in parking lot directional signs and the height of these signs. Staff is proposing to add a new classification of directional signs to address the need to identify parking stalls for vehicles awaiting pick-up of online store purchases and to increase the height of such off-street parking signs from 5 feet to 7 feet.

- PUD Language Amendment – Parking (9.6) – Ziegler stated staff is proposing to delete language that outlines a process for modifications to the amount of parking for properties zoned as PUDs. Specifically, the elimination of language that outlines a Minor Amendment process for a reduction of 15% or 10 parking spaces, whichever is less. The elimination of this language would allow properties that are zoned as PUDs to utilize the Parking Modification process outlined in the Off-Street Parking Article, which is currently utilized by non-PUD properties and entails a review by the PZB at one of its regular meetings.
- Vehicle Dealership Definition Amendment (2.1) – Ziegler stated staff is proposing to clarify that the definition of Vehicle Dealership includes trucks, by adding “trucks” into the definition.
- Commercial District Design Standards (5.4) – Ziegler stated staff is proposing amendments to the Commercial Design Standards. Specifically proposed is the elimination of the existing commercial design standards from the C-4, Village Center District, and insertion of standards that promote, via the Special Use Process, the residential character of the area in regards to architecture and building/parking setbacks. Also proposed is the creation of a process that allows the PZB to authorize a modification, reduction or waiver of the commercial design standards for properties in the other zoned commercial districts if the PZB finds that, in the particular case, there is some reason that would justify such action. The current process is a public hearing for a Special Use Permit, which can take two to three months. This amendment takes the process to less than one month.

It was moved by Trustee Garner, seconded by Trustee Balmes to approve of Ord. 2022 – 57 granting zoning Text Amendments pursuant to the Gurnee Zoning Ordinance for the following articles: Articles 13.3 Signs Allowed Without Permits, Article 9.6 Modifications to Approved Final PUD Plans, Article 2.1 Definition of General Terms, Article 8.1 Use Matrix, Article 8.2 Principal Use Standards, and Article 5.4 Commercial District Design Standards.

Roll call,

AYE: 6- Woodside, Ross, Garner, O’Brien, Balmes, Thorstenson

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Public Works Department request to purchase one Peterbilt 548 chassis from JX Peterbilt of Wadsworth, IL at a cost of \$120,192.00 (Public Works Department Unit #293).

Administrator Muetz stated in April the Village Board approved the purchase of four Peterbilt chassis to replace aging plow trucks. Supply chain challenges continue to be an issue and these chassis most likely won’t be built until the second quarter of 2023. There is also a chance all four won’t be built in the second quarter and potentially only two or three will be delivered. While this is unfortunate, the Village did receive some potentially good news: JX has a 548 chassis scheduled to be built this November for another customer. That customer recently canceled this order. JX has reached out to us to see if Gurnee would be interested in this unit. Given the delay on the other units and the compatibility of this unit with our current fleet, staff is recommending we take advantage of this opportunity. In addition, Muetz stated chassis pricing goes up January 1, 2023. Since the Village does not expect to get the four units ordered this FY, it should be within the approved budget and no adjustments will be needed. If the Village gets all four units it ordered in April and this fifth unit this fiscal year, a budget amendment will be needed.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Public Works Department request to purchase one Peterbilt 548 chassis from JX Peterbilt of Wadsworth, IL at a cost of \$120,192.00 (Public Works Department Unit #293).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

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 Hood adjourned the meeting at 7:30 p.m.

**Andrew Harris,
Village Clerk**