

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

**GURNEE VILLAGE HALL
JUNE 20, 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; Heather Galan, Public Works Director; Brian Gosnell, Finance Director; 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; Jesse Gonzalez, Deputy Police Chief; Jeremy Gaughan, Police Commander; Erica Wells, Assistant Finance Director

Roll Call

PRESENT: 4- Thorstenson, Woodside, Ross, Balmes
ABSENT: 2- Garner, O'Brien

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: 4- Thorstenson, Woodside, Ross, Balmes

NAY: 0- None

ABSENT: 2- Garner, 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 6, 2022 meeting.
2. Approval of Res. 2022 – 03 allowing Benefit Protection Leave through Illinois Municipal Retirement Fund.
3. Approval of Res. 2022 – 04 accepting the Final Plat of Family Dollar Resubdivision.
4. Approval of granting a Class 9 Liquor License and waiving the fee for the Gurnee Exchange Club for its Gurnee Days event on August 6, 2022.
5. Approval of Engineering Division request to waive the formal bidding process and award 2022 Pavement Evaluation Services to Infrastructure Management Services at a cost of \$48,294.00.
6. Approval of Police Department request to waive the formal bidding process and purchase two Community Service Officer vehicles from Ray Chevrolet at a total cost of \$96,700.00 (Units #171 & #172).
7. Approval of Public Works Department request to waive the formal bidding process award Pembroke subdivision tree trimming to the low proposer, Arbor Care Solutions, Inc. at a total cost of \$40,125.00.
8. Approval of Payroll for period ending June 3, 2022 in the amount of \$1,034,139.16.
9. Approval of Bills for the period ending June 20, 2022 in the amount of \$2,367,985.67.

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

Roll call,

AYE: 4- Thorstenson, Woodside, Ross, Balmes

NAY: 0- None

ABSENT: 2- Garner, O'Brien

Motion Carried.

C. PETITIONS AND COMMUNICATIONS

Mayor Hood stated the order of Petitions and Communications would be switched and the K9 introduction would take place first, followed by his State of the Village Address.

1. Introduction of Police K9s Leo and Hawk.

Police Chief Smith provided a summary of the history and importance of the K9 program. He stated the program has been on-hold for the past year following the retirement of the former K9s. Thanks to generous donations from Gurnee Mills and Six Flags Great America the Department was able to purchase two dogs which recently completed training and were put into service. Chief Smith next introduced the handlers and the K9s, Officer Tom Yenich and Leo and Officer Travis Hitzelburger and Hawk. The Officers then provided a brief summary of their dog.

Chief Smith next highlighted the naming contest the Department sponsored. He stated it was open for Gurnee youth to submit names. The list was then narrowed down and submitted to the K9 Officers for each to pick their dogs name from. Officer Hitzelburger selected Hawk, while Officer Yenich selected Leo. The name Hawk was submitted by Ivy Lindstrom, Woodland Middle School, while the name Leo was submitted by Vyncen Bolados. Viking Middle School.

Mayor Hood reiterated the importance of the program and thanked the Officers and others that contributed to bringing it back. Ivy and Vyncen were then invited up for pictures with the dogs and presented with gift bags.

2. Mayor Hood's State of the Village address.

Mayor Hood presented his State of the Village address. He highlighted the cohesive working relationship of the Village Board members and reviewed notable accomplishments from the Village's main operating Departments. This included Administration, Police, Fire, Public Works and Community Development. A few of the highlights included the Police Department's participation in the C.O.A.S.T. program, the completion and opening of Fire Station #3, continuing to be designated a Tree City USA, improving pedestrian mobility and introducing the Small Business Capital Grant program. Mayor Hood also reviewed economic development accomplishments and some of the projects he was been working on, including Tom's Tours, reducing EtO, the Environmental Sustainability Committee and Teacher of the Year recognitions.

D. REPORTS

Mayor Hood said that there were no discussion topics on the agenda for the June 27th 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 Thorstenson to cancel the Committee of the Whole meeting for June 27, 2022.

Roll call,

AYE: 4- Thorstenson, Woodside, Ross, Balmes

NAY: 0- None

ABSENT: 2- Garner, O'Brien

Motion Carried.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2022 – 37 granting a Special Use Permit for a Vocational School at 3575 Grand Avenue (Suites C-1, C-2 and C-3) pursuant to the Gurnee Zoning Ordinance.

Administrator Muetz said State Career College has applied for a Special Use Permit to allow the establishment and operation of a vocational school on property located at 3575 Grand Avenue (shopping center on East Grand that has the Salvation Army and Habitat Restore). The subject property is zoned C-2 EGG, Community Commercial East Grand Gateway, and a Special Use Permit is required for a vocational school. State Career College offers programs in the healthcare field such as chairside/dental assistant, medical assistant, nursing assistant and practical nursing. Classes are scheduled Monday through Friday between 9:00 am to 9:00 pm. All classes are hybrid and are offered virtually or at other remote clinical sites for the majority of the time. Therefore, he stated only about 20 students will be on-site at any given time along with a maximum of four employees at any one time. The site has ample parking available to all tenants within the building, with nearly 400 spaces provided. The request was before the Planning & Zoning Board on June 1st and received a unanimous favorable recommendation.

It was moved by Trustee Woodside, seconded by Trustee Thorstenson to approve of Ord. 2022 – 37 granting a Special Use Permit for a Vocational School at 3575 Grand Avenue (Suites C-1, C-2 and C-3) pursuant to the Gurnee Zoning Ordinance.

Roll call,

AYE: 4- Thorstenson, Woodside, Ross, Balmes

NAY: 0- None

ABSENT: 2- Garner, O'Brien

Motion Carried.

2. Approval of Ord. 2022 – 38 authorizing execution of an Intergovernmental Agreement for the collaborative use of the Lake County Mobile Citation System (Brazos).

Administrator Muetz said his item was briefly mentioned at the June 6th Village Board meeting. He stated staff was waiting on a few details from our current police report vendor before the Brazos agreement was brought before the Board. That information has been obtained and everything is in order. As was noted at the last meeting, the County recently purchased Computer-Aided Dispatch (CAD) and Records Management System (RMS) software packages and has offered participating entities to utilize the platforms at a fraction of the price. Brazos is a component of the RMS software that was purchased by the Sheriff's Office. Administrator Muetz stated Brazos is the mobile citation system (i.e.: e-ticketing). E-ticketing is an automated form of creating and issuing citations to offenders and collecting the related data. Instead of filling out a paper form during a traffic stop, a law enforcement officer can scan the bar code on a driver's license and use the transmitted information to automatically populate a citation form on an electronic device. The officer can then print the citation for the motorist and send the citation digitally to the courthouse. E-ticketing can reduce errors, improve efficiency and improve officer safety by reducing the time they spend outside of their vehicle on the roadway. Muetz stated researching opportunities to transition to E-ticketing was included in the Village's last Strategic Plan, however, the Lake County Circuit Court lagged behind as it relates to processes and capabilities to allow the technology to be implemented. That obstacle has been overcome at this point. The arrangement is the same as the CAD and RMS agreement, whereby each participating entity is only responsible for a portion of the annual maintenance. The annual maintenance for Brazos is approximately \$186,000, of which, Gurnee would only be billed its pro-rated share. Administrator Muetz stated another cost will be the purchasing of in-car printers. Staff anticipates these will be secured through the County, who hopes to see savings due to bulk purchasing. When the equipment is finalized and expense is shared staff will budget accordingly.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of Ord. 2022 – 38 authorizing execution of an Intergovernmental Agreement for the collaborative use of the Lake County Mobile Citation System (Brazos).

Roll call,

AYE: 4- Thorstenson, Woodside, Ross, Balmes

NAY: 0- None

ABSENT: 2- Garner, O'Brien

Motion Carried.

3. Approval of Ord. 2022 – 39 amending the Annual Budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year beginning May 1, 2022 and ending April 30, 2023.

Administrator Muetz stated he would summarize this item and the next on the agenda together as they are related. He said staff is recommending an amendment to the Annual Budget to increase the Street Surfacing Maintenance account by \$376,260 to cover the overage and allow the reconstruction project to move forward. He stated the amendment essentially takes \$376,000 of funding that the Village would have used for next year's program and moves it into this year. Staff does not expect this amendment to impact next year's program as it budgets very conservatively and typically have greater savings in both the General Fund and Capital Fund compared to budget. This savings can be used to replace the funding next year. He continued to state staff does not expect pricing for roadway projects to come down anytime soon given continued rising fuel costs and inflation. As such, staff recommends the budget amendment to allow the reconstruction program to move forward.

Administrator Muetz then summarized the 2022 Reconstruction Project. He stated the project includes the rehabilitation of approximately 1.2 miles of Village roadways. The project includes the rehabilitation of Keith Avenue, Elm Road, Washington Avenue Frontage Road, First Street, Oglesby Avenue, and Delany Road. On June 13th the Engineering Division opened bids. Despite six contractors picking up plans for the project, only one bid was received. It was from Campanella and Sons. Staff included \$2 million in the budget, which in March seemed appropriate. Fast-forward three months and with the rising cost of fuel and inflation, the project came in 15% over what was included in the budget. Rather than continue to delay the project, as we don't anticipate it to get any cheaper if we wait, staff is recommending to move forward.

It was moved by Trustee Ross, seconded by Trustee Balmes to approve of Ord. 2022 – 39 amending the Annual Budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year beginning May 1, 2022 and ending April 30, 2023.

Roll call,

AYE: 4- Thorstenson, Woodside, Ross, Balmes

NAY: 0- None

ABSENT: 2- Garner, O'Brien

Motion Carried.

4. Approval of Engineering Division's recommendation to award the 2022 Street Reconstruction Program to Campanella & Sons, Inc. at a cost of \$2,376,259.05.

Summarized under New Business Item #3.

It was moved by Trustee Thorstenson, seconded by Trustee Woodside to approve of Engineering Division's recommendation to award the 2022 Street Reconstruction Program to Campanella & Sons, Inc. at a cost of \$2,376,259.05.

Roll call,

AYE: 4- Thorstenson, Woodside, Ross, Balmes

NAY: 0- None

ABSENT: 2- Garner, O'Brien

Motion Carried.

Closing Comments None.

Adjournment It was moved by Trustee Balmes, seconded by Trustee Thorstenson to adjourn the meeting.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 7:43 p.m.

**Andrew Harris,
Village Clerk**