

MINUTES OF THE REGULAR MEETING OF THE GURNEE VILLAGE BOARD GURNEE VILLAGE HALL JULY 6, 2026	
Call to Order	Mayor Hood called the meeting to order at 7:00 p.m.
Other Officials in Attendance	Patrick Muetz, Village Administrator; Bryan Winter, Village Attorney; Jake Litz, Assistant Community Development Director; Heather Galan, Public Works Director; Christine Palmieri, Director of Human Resources; Ellen Dean, Economic Development Director; Nick Leach, Village Engineer; Ryan Nelson, Information Systems Director; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Police Chief; Jason Kalinowski, Deputy Police Chief.
Roll Call	PRESENT: 6- Ross, O’Brien, Thorstenson, Woodside, Ware, Garner ABSENT: 0-
Pledge of Allegiance	Mayor Hood led the Pledge of Allegiance.
<u>A. PUBLIC COMMENT</u>	None.
<u>B. APPROVAL OF CONSENT AGENDA</u>	It was moved by Trustee O’Brien, seconded by Trustee Garner to approve the Consent Agenda as presented. <u>Roll call,</u> AYE: 6- Ross, O’Brien, Thorstenson, Woodside, Ware, Garner NAY: 0- None ABSENT: 0- None Motion Carried.
<u>C. CONSENT AGENDA / OMNIBUS VOTE</u>	The Village Administrator read the consent agenda for an omnibus vote as follows. 1. Approval of minutes from the June 15, 2026 meeting. 2. Approval of issuing a Class 9 Liquor License and waiving the fee for Gurnee Park District’s Sounds of Summer concert to be held on July 23, 2026 at Hunt Club Park. 3. Approval of request from Public Works Department to set a bid date of July 30, 2026 for the Public Works Underground Storage Tank Project (Fuel Island Relocation and Replacement). 4. Approval of issuing a raffle license and waiving the bond requirement for the Lake County Sheriffs FOP Lodge 66 event at Ten Hotel from July 22 – 23, 2026. 5. Approval of Payroll for the period ending June 12, 2026 in the amount of \$1,160,215.86. 6. Approval of Payroll for the period ending June 26, 2026 in the amount of \$1,137,827.39. 7. Approval of Bills for the period ending July 6, 2026 in the amount of \$2,164,528.68. It was moved by Trustee Garner, seconded by Trustee Thorstenson to

approve the Consent Agenda for an omnibus vote as read.

Roll call,
AYE: 6- Ross, O'Brien, Thorstenson, Woodside, Ware, Garner
NAY: 0- None
ABSENT: 0- None
Motion Carried.

D. PETITIONS AND COMMUNICATIONS

None.

E. REPORTS

None.

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord. 2026 – 50 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 4017 Old Grand Avenue.

Administrator Muetz said Marina Aurelio Estrella, with co applicant Alfie Flares Estrella, is requesting a Special Use Permit to allow the establishment of a medical and behavioral health clinic that would offer scheduled appointments, along with limited walk-ins and telehealth options at 4017 Old Grand Avenue (former Cavanaugh Law Office on the far east end of Old Grand Avenue). The subject site is approximately 0.25 acres and is zoned C 4 Village Center District. The site contains a 1,770 sq. ft. building (formerly a single-family home which was converted to the law office in 2011, and seven parking stalls. The request was before the Planning & Zoning Board on June 17th. The PZB discussed the on-site parking challenges and ultimately came to a consensus that the on-site parking would be sufficient and is forwarding a unanimous favorable recommendation.

Trustee Garner asked what type of medical services they are offering.

Assistant Community Director Litz said it is a walk-in clinic that offers a variety of services. This includes behavioral and mental health services, along with telehealth appointments and some diagnostic services.

It was moved by Trustee Woodside, seconded by Trustee Thorstenson to approve of Ord. 2026 – 50 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 4017 Old Grand Avenue.

Roll call,
AYE: 6- Ross, O'Brien, Thorstenson, Woodside, Ware, Garner
NAY: 0- None
ABSENT: 0- None
Motion Carried.

2. Approval of Ord. 2026 – 51 authorizing the execution of a Master License Agreement for fiber optic installation between the Village of Gurnee and Ezee Fiber Texas, LLC.

Administrator Muetz said in December 2025 the Village approved a Master License Agreement for fiber optic installation between the Village of Gurnee and Metro Fibernet. The second company to approach the Village for fiber installation was Ezee Fiber. The agreement outlines the responsibilities of both parties and includes requirements/regulations related to plans, permits, fees, installation, operations, maintenance, insurance, remedies, modifications and termination.

Administrator Muetz said Ezee Fiber is a Houston-based telecommunications company founded in 2021. Today, Ezee Fiber has constructed fiber infrastructure passing more than 600,000 homes and serves over 150,000 residential customers. The company continues to expand throughout Illinois and currently has agreements and/or permitting approvals in approximately 46 municipalities statewide. He stated Ezee Fiber is proposing to invest approximately \$22.6 million to construct a fiber-optic network throughout the Village of Gurnee. Construction is expected to begin in approximately four to six weeks following approval of permits and execution of the required agreements. Similar to Metro Fiber, the Village will require an outside consultant, Clark Dietz, to monitor the work. All related costs will be reimbursed by Ezee Fiber in accordance with the Master License Agreement. Ezee Fiber will also be responsible for advance resident notifications prior to construction with the Village providing assistance via its media channels. Ezee Fiber has reviewed the agreement and is agreeable to the terms.

Trustee Thorstenson asked about right-of-way compacity constraints and if Ezee Fiber will install fiber in the same areas as Metro Fibernet.

Village Engineer Leach stated the Village will ensure there is room for its utilities first – they take priority over fiber providers. He also stated he expects the two companies to install fiber in the same location, but that is yet to be seen.

O'Brien clarified that each company that wants to offer fiber services must have its own line.

Village Engineer Leach confirmed that is correct, private companies do not share fiber.

Attorney Winter stated staff explored if companies could share a common duct, but that proved to be impractical and a potential liability issue.

Trustee Thorstenson asked for clarification if the fiber would be retained by the company and services offered to residents or sold to another company prior to services being provided.

Allen Rauth, Director of Government Affairs Ezee Fiber, stated the focus is on direct residential and business services.

It was moved by Trustee Ross, seconded by Trustee O'Brien to approve of Ord. 2026 –51 authorizing the execution of a Master License Agreement for fiber optic installation between the Village of Gurnee and Ezee Fiber Texas, LLC.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord 2025 - 52 authorizing the execution of a Professional Services Agreement with Clark Dietz, Inc. for permitting and construction oversight services for the Ezee Fiber Optic Project throughout the Village of Gurnee.

Administrator Muetz said in conjunction with the Ezee Fiber Master License Agreement, staff is recommending approval of a professional services agreement with Clark Dietz to provide permit review and construction observation services. The Village has used Clark Dietz in the past and has been pleased with its performance. All of the costs related to these services will be reimbursed by Ezee Fiber.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of Ord 2025 - 52 authorizing the execution of a Professional Services Agreement with Clark Dietz, Inc. for permitting and construction oversight services for the Ezee Fiber Optic Project throughout the Village of Gurnee.

Roll call,

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

NAY: 0- None

ABSENT: 0- None
Motion Carried.

4. Approval of Ord. 2026 – 53 adding one Class 7 Liquor License by amending Section 6-56 of Article II of Chapter 6 of the Gurnee Municipal Code entitled “Alcoholic Beverages” (Warren Township).

Administrator Muetz said the Village recently annexed the Township Campus into the Village. With this change, the Township has applied for a Class 7 Liquor License (beer and wine for consumption only on the premises where sold) to support events on its campus (such as the Gurnee Days Testimonial Dinner for example). The Police Department has reviewed the application and found nothing to preclude issuance.

Trustee Ware asked if the Exchange Club will need to apply for a license for its events.

Administrator Muetz said yes, they would still need to apply.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Ord. 2026 –53 adding one Class 7 Liquor License by amending Section 6-56 of Article II of Chapter 6 of the Gurnee Municipal Code entitled “Alcoholic Beverages” (Warren Township).

Roll call,
AYE: 6- Ross, O'Brien, Thorstenson, Woodside, Ware, Garner
NAY: 0- None
ABSENT: 0- None
Motion Carried.

5. Approval of Ord. 2026 – 54 amending the Gurnee Municipal Code regarding Noise Control Regulations.

Police Chief Gaughan stated, if approved, this ordinance updates the Village's noise regulations and gives officers clearer authority to address excessive noise complaints in the field. He stated the biggest change is the creation of a “plainly audible” standard. This means officers would be able to enforce a noise violation when the sound can be heard by a person with normal hearing from a regulated location, such as a property line, inside another residential unit, or from a set distance away from a vehicle. Officers would not need specialized sound-measuring equipment or have to identify specific words, lyrics, or sounds.

Chief Gaughan stated approved, the ordinance would allow officers to address:

- Loud music, yelling, shouting, amplified sound, or other disturbances that can be heard at a property line.
- Noise between units in apartments, townhomes, condominiums, duplexes, or other shared-wall residences.
- Loud vehicle stereos that are plainly audible from 10 feet away.
- Excessive motorcycle or vehicle exhaust noise, including modified mufflers.
- Excessive engine braking noise from commercial vehicles.
- Construction-related noise outside approved hours.

The ordinance creates a \$200 fine for general noise disturbance violations, while excessive commercial vehicle engine braking would carry a specific \$75 fine, or the amount set by State statute. In practical terms, this ordinance gives officers a clearer and more enforceable tool to address quality-of-life noise complaints that were previously difficult to enforce, especially neighborhood complaints, vehicle noise complaints, and noise issues in multi-family housing.

Attorney Winter explained that this ordinance will not require a member of the general public to make and sign a complaint. Rather, under this ordinance police officers will be able to initiate the complaint.

Trustee Thorstenson asked if this changed construction hours.

Chief Gaughan stated no.

Trustee Thorstenson asked if under this ordinance landscapers would be able to work at 7:00am in the morning under construction hours or would that be a violation of these new provisions.

Administrator Muetz stated landscaping is covered under construction hours and allowed to start at 7:00am during weekdays.

Trustee Garner asked if cars with loud stereos could be pulled over and ticketed under these changes.

Chief Gaughan said yes.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Ord. 2026 –54 amending the Gurnee Municipal Code regarding Noise Control Regulations.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

6. Approval of Ord. 2026 – 55 authorizing the execution of the Professional Services Agreement with McKinstry and the Village of Gurnee for Strategic Facility Planning and Facility Condition Assessment Services for Village Facilities.

Village Engineer Leach stated McKinstry specializes in facilities management support. He stated this project will allow Departments to inventory all of their major facilities and better plan for capital improvements. Engineer Leach stated right now the effort is fragmented across Departments. He stated there are twenty-one facilities that will be included in this effort, which will include a professional assessment of building systems. He stated the Village manages approximately 200,000 square feet. McKinstry offered a discounted three-year proposal that totals \$94,038.

Administrator Muetz stated Village staff has a good handle on capital planning and maintenance related to infrastructure and vehicles, but lags behind as it relates to facilities. With no formal facilities manager, he stated this was a step in the right direction as it relates to future planning and budgeting. He stated the evaluation of the twenty-one facilities is the bulk of the cost. If the Village partners with McKinstry beyond the three-year term, the cost is expected to decrease dramatically.

Trustee Woodside stated this makes a lot of sense.

Trustee Ross agreed with Trustee Woodside, stating this is a good idea.

It was moved by Trustee Woodside, seconded by Trustee Ross to approve of Ord. 2026 – 55 authorizing the execution of the Professional Services Agreement with McKinstry and the Village of Gurnee for Strategic Facility Planning and Facility Condition Assessment Services for Village Facilities.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

7. Approval of Public Works recommendation to award the purchase three 2026 Chevy Silverado 2500 double cab pick-up trucks from Ray Chevrolet at a cost of \$152,095.85 (Public Works Units #248, #250, and #274 – 2026 Government Purchase Program – pricing lower than Sourcewell Cooperative Purchasing contract).

Administrator Muetz said the FY 26/27 Approved Budget includes the replacement of three Public Works pick-up trucks. The units being replaced are 2016 and 2017 model years that are used in the Street Division for daily operations. Staff reached out to Ray Chevrolet in Fox Lake to obtain pricing on the replacement units. Ray was able to beat Sourcewell pricing as it can avoid handling process fees which are approximately \$2,000. The Fleet Division has worked with Ray in the past on pick-up purchases and always found the process smooth and pricing the lowest.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Public Works recommendation to award the purchase three 2026 Chevy Silverado 2500 double cab pick-up trucks from Ray Chevrolet at a cost of \$152,095.85 (Public Works Units #248, #250, and #274 – 2026 Government Purchase Program – pricing lower than Sourcewell Cooperative Purchasing contract).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

8. Approval of Public Works recommendation to award the purchase of one 2027 Dodge Ram 5500 4WD regular cab chassis from Ray Chevrolet at a cost of \$69,733.00 (Public Works Units #675 – 2026 Government Purchase Program – pricing lower than Sourcewell Cooperative Purchasing contract).

Administrator Muetz said the FY 26/27 Approved Budget includes the replacement of Public Works Unit #675. The requested replacement is a 2027 Dodge Ram 5500 4WD regular cab chassis that will be upfitted with a dump box, snowplow and a tailgate salt spreader with Force America controls. He clarified that this request is just the chassis, the upfitting request will come on a future agenda. Ray was able to beat Sourcewell pricing as it can avoid handling process fees which are approximately \$2,000.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Public Works recommendation to award the purchase of one 2027 Dodge Ram 5500 4WD regular cab chassis from Ray Chevrolet at a cost of \$69,733.00 (Public Works Units #675 – 2026 Government Purchase Program – pricing lower than Sourcewell Cooperative Purchasing contract).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

9. Approval of request from Police Department to waive bidding requirements and award upfitting of five Patrol Squads, one K-9 Squad and one Evidence Technician Squad to All Ways Towing & Recovery at a cost of \$191,282.70 (Police Department Units #145, #146, #147, #150, #151, #152, and #178).

Administrator Muetz said the Village has used three different vendors over the past ten years for Police Squad upfitting. Recently, a new company, All Ways Towing & Recovery, has entered the upfitting market. Some of the municipalities and businesses that All Ways has provided upfitting services to date include the Lake County Sheriff, Lakemoor Police, Round Lake Beach Police, Berger Excavating and the US Postal Service. Administrator Muetz stated the Police Department has talked to these entities and received very positive feedback. It has also inspected police squads upfitted by All Ways and has been impressed with the quality. He stated All Ways' pricing is comparable to the prior upfitter. The key difference is All Ways' location in Mundelein (prior upfitter is in Tinley Park) and its availability to start squad upfitting immediately. Under this request the Department has five Patrol Squads which will be upfitted with the standard package the Department has used for the other vehicles. While all squads are Tahoes, the equipment packages for the K-9 and Evidence Technician squads differ based on the demands of these units, hence the pricing difference for these units. He concluded by stating the Police Department is requesting to use All Ways Towing & Recovery for the FY 26/27 squads and waive the formal bidding process.

It was moved by Trustee Woodside, seconded by Trustee Ware to approve request from Police Department to waive bidding requirements and award upfitting of five Patrol Squads, one K-9 Squad and one Evidence Technician Squad to All Ways Towing & Recovery at a cost of \$191,282.70 (Police Department Units #145, #146, #147, #150, #151, #152, and #178).

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

None.

None.

It was moved by Trustee O'Brien, seconded by Trustee Garner to adjourn the meeting.

Mayor Hood adjourned the meeting at 7:36 p.m.

**Andrew Harris,
Village Clerk**