

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

**GURNEE VILLAGE HALL
MAY 18, 2026**

Call to Order

Mayor Hood called the meeting to order at 7:01 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; Ellen Dean, Economic Development Director; Nick Leach, Village Engineer; Ryan Nelson, Information Systems Director; John Kavanagh, Fire Chief; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Police Chief; Jason Kalinowski, Deputy Police Chief.

Roll Call

PRESENT: 5- Woodside, Ware, Ross, O'Brien, Thorstenson

ABSENT: 1- Garner

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

A. PUBLIC COMMENT

None.

B. APPROVAL OF CONSENT AGENDA

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

Roll call,

AYE: 5- Woodside, Ware, Ross, O'Brien, Thorstenson

NAY: 0- None

ABSENT: 1- Garner

Motion Carried.

C. CONSENT AGENDA / OMNIBUS VOTE

The Village Administrator read the consent agenda for an omnibus vote as follows.

1. Approval of minutes from the May 4, 2026, meeting.
2. Approval of request for Village Engineer Nick Leach to attend the 2026 APWA Public Works Expo in Houston, TX from August 29 – September 2, 2026, at a cost not to exceed \$2,900.00.
3. Approval of Information System Division recommendation to purchase seven Semtech routers, antennas, extended maintenance coverage and eight sets of Zebra docks, power adapters and cables from CDS Office Technologies at a cost of \$30,031.00 (Omnia Partners Contract – FY 26/27 Police Squads).
4. Approval of Fire Department request to purchase one 2026 Chevrolet Tahoe SSV from Raymond Chevrolet at a cost of \$59,268.00 (Fire Department Unit #1396 - price lower than State Bid pricing).
5. Approval of Payroll for the period ending May 1, 2026, in the amount of \$1,130,950.17.
6. Approval of Bills for the period ending May 18, 2026, in the amount of \$2,892,080.42.

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

Roll call,

AYE: 5- Woodside, Ware, Ross, O'Brien, Thorstenson

NAY: 0- None

ABSENT: 1- Garner

Motion Carried.

D. PETITIONS AND COMMUNICATIONS

1. Presentation of Police Traffic Enforcement Awards for the calendar year 2025:

a. Alliance Against Intoxicated Motorists D.U.I. Awards:

Officer Matthew Law 10th D.U.I. Arrest - Cumulative Milestone Pin
Officer Nathaniel Rock 10th D.U.I. Arrest - Cumulative Milestone Pin
Officer Anthony Kiefer 25th v Arrest - Cumulative Milestone Pin
Officer Aleigha McNulty 25th D.U.I. Arrest - Cumulative Milestone Pin
Officer Robert Vasquez 25th D.U.I. Arrest - Cumulative Milestone Pin
Officer Patrick Koutris 50th D.U.I. Arrest - Cumulative Milestone Pin

Chief Gaughan briefly spoke about the Milestone Pin and the importance of D.U.I. enforcement. He shared information about the Gurnee Police Department's strong emphasis on removing intoxicated drivers from the road. Chief Gaughan then introduced Mr. Ari Briskman, Vice President for the Alliance Against Intoxicated Motorists. Mr. Briskman spoke about the importance of these awards and the devastating impact driving under the influence can have on people. He then presented each officer with their D.U.I. pins

b. Gurnee Police Department Traffic Enforcement Award:
Officer Patrick Koutris 3rd Time Recipient

Chief Gaughan presented Officer Koutris with his award.

c. Gurnee Police Department D.U.I Award
Officer Patrick Koutris 2nd Time Recipient

Chief Gaughan spoke about Officer Koutris' efforts and presented him with his awards.

2. Presentation of Gurnee Police Officer of the Year Award to Officer Tyler Schutt and Police Civilian of the Year Award to Community Service Officer (CSO) Allan Kalinowski.

Chief Gaughan presented Officer Schutt and CSO Kalinowski with their awards. Each spoke briefly, thanking everyone that came out to the meeting in support.

3. Presentation of Gurnee Police Department Pillar Award - Community Impact to Detective Malcom Kelly.

Chief Gaughan shared information about the Department's Four Pillars, one of which is Community Impact. He stated Detective Kelly has had a tremendous impact on those around him, most notably the students at Warren Township High School where he serves as a School Resource Officer. Chief Gaughan stated a great example of this impact was communicated to the Department via an essay by Abigail Golden, a student at Warren Township High School. Chief Gaughan invited Abigail to read her essay which highlighted the impact and commitment of Detective Kelly to students at the school. After the essay was read, the Chief congratulated Detective Kelly for all of his efforts.

E. REPORTS

None.

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord. 2026 – 40 approving an agreement for the use of right-of way between the Village of Gurnee and Vero Fiber Networks.

Administrator Muetz said Gurnee School District #56 hired Vero Fiber Network in 2023 to install and maintain a fiber optic network for River Trail, Viking and Spaulding Schools. Vero obtained permission to use the Village's right-of-way for this project via Ordinance 2023-64. The new agreement will allow for fiber installation along Swanson Court to service the D56/121 Transportation Center. Administrator Muetz stated the fiber will be placed at a minimum of 36 inches deep and will maintain five-foot separation from Village utilities. The installation contractor will utilize directional drilling to avoid open cuts at driveways and road crossings. The agreement is very similar to the one the Village approved with Vero in 2023 with the only notable change being the addition of the new right-of-way location to serve the Transportation Center.

It was moved by Trustee Woodside, seconded by Trustee Thorstenson to approve of Ord. 2026 – 40 approving an agreement for the use of

right-of way between the Village of Gurnee and Vero Fiber Networks.

Roll call,

AYE: 5- Woodside, Ware, Ross, O'Brien, Thorstenson

NAY: 0- None

ABSENT: 1- Garner

Motion Carried.

2. Approval of Ord. 2026 – 41 authoring the execution of a Professional Services Agreement with FGM Architects to provide architectural, interior design and contract administration services for the Gurnee Village Hall Update Project – Phases 3 & 4.

Administrator Muetz said Village Hall was constructed in 1992. The majority of the carpet, tile, paint, window treatments, cabinets and interior decor are original to the building. While much of the building has held up very well, it is showing its age and has reached a point where an interior refresh is needed. In October of last year, the Village Board approved an agreement with FGM to develop a Village Hall Master Plan. Staff worked with FGM to develop a plan that included conceptual imagery, material pallets, furniture options and estimated budgets. Administrator Muetz stated the initial thought was to divide the project into four phases to assist with operational disruptions and fiscal constraints. After discussing this approach further with FGM and Camosy Construction, staff shifted focus to addressing the public areas of Village Hall first. He stated this encompasses Phases 3 and 4 which includes the Council Chambers, main foyer and public hallway, Community Room, public bathrooms and Administration and Community Development service counters. In addition, two offices in the Community Development Department are included in these phases. Improvements in these areas will include new carpeting, tile, paint, window treatments, furniture, wall covering, lighting, security enhancements, hvac modifications and alterations to meet ADA requirements, to name a few. Administrator Muetz stated in order to move Phases 3 and 4 forward, staff requested FGM provide a proposal to provide construction documents, permitting and construction administration. The agreement covers Design Development Services, Construction Documents (architectural, mechanical, electrical, plumbing, low voltage, security and audio-visual), bidding & negotiations, and contract administration services. FGM has quoted a lump sum cost of \$127,750.00 plus reimbursable expenses which it recommends a \$1,000.00 allowance. Administrator Muetz stated while the Phases will be bid together as one project, staff plan to complete them over two fiscal years (similar to the approach the Village used for Fire Station #2). The FY 26/27 Budget includes \$750,000 for the project.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Ord. 2026 – 41 authoring the execution of a Professional Services Agreement with FGM Architects to provide architectural, interior design and contract administration services for the Gurnee Village Hall Update Project – Phases 3 & 4.

Roll call,

AYE: 5- Woodside, Ware, Ross, O'Brien, Thorstenson

NAY: 0- None

ABSENT: 1- Garner

Motion Carried.

H. PUBLIC COMMENT

None.

Closing Comments

None.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 7:31 p.m.

**Andrew Harris,
Village Clerk**