

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

**GURNEE VILLAGE HALL
MAY 4, 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; Jake Litz, Assistant Community Development Director; Heather Galan, Public Works Director; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; 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; Matt Trujillo, Community Engagement Coordinator.

Roll Call

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

ABSENT: 0-

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

Mayor Hood stated the first Public Comment opportunity would be moved before New Business.

**A. APPROVAL OF
CONSENT AGENDA**

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

Roll call,

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

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 April 20, 2026 meeting.
2. Approval of request from Public Works Department to award the Public Works Facility gate repair project to the low proposer, Midwest Fence Corporation, at a cost of \$38,350.00 (Municipal Insurance Cooperative Agency Claim Number L005148322).
3. Approval of Engineering Division request to waive the formal bidding process and purchase materials necessary for the Quality Arce Drainage Improvement Project from Ray Schramer & Company at a cost of \$34,802.10.
4. Approval of Police Department request to waive the formal bidding process and award 2026 Carpet Replacement Project to Libertyville Carpet & Tile at a cost of \$43,423.00.
5. Approval of granting fireworks permits for America's 250th Anniversary event on July 2, 2026 and Gurnee Days on August 8, 2026.
6. Approval of granting a fireworks permit for Six Flags Great America aerial displays on May 29, July 3 and July 4, 2026.
7. Approval of Payroll for the period ending April 17, 2026 in the amount of \$1,031,646.90.
8. Approval of Bills for the period ending April 20, 2026 in the amount of \$406,556.86.

It was moved by Trustee Garner, seconded by Trustee Woodside to

approve the Consent Agenda for an omnibus vote as read.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

C. PETITIONS AND COMMUNICATIONS

1. Approval of Mayor Hood's recommended appointment of Liliana Ware to the vacant Trustee position.

It was moved by Trustee Woodside, seconded by Trustee Ross to approve of Mayor Hood's recommended appointment of Liliana Ware to the vacant Trustee position.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

Mayor Hood administered the oath of office.

2. Recognition of Warren Township High School District 121 IHSA State Medalists:

- Nora Werner – Girls' Gymnastics – 5th place on Bars
- Tyanna Jackson – Girls' Wrestling – 5th place 140lbs
- Ilia Dvoriannikov – Boys' Wrestling – 5th place 175lbs
- Royce Lopez – Boys' Wrestling – 3rd place 165lbs
- Caleb Noble – Boys' Wrestling – 1st place 113lbs
- Aaron Stewart – Boys' Wrestling – 1st place 190lbs

Mayor Hood recognized each and presented them with a gift from the Village. He stated that their hard work in school academics and sports will serve them well throughout their lives.

Assistant Wrestling Coach Stewart spoke about the hard work, determination and accomplishments of the students. He stated it's wonderful to see young people commit to excellence, which spreads throughout the school.

Volunteer Wrestling Coach Schneider shared where the seniors will be attending college, stating they are world class athletes.

Athletic Director Lonigro echoed Coach Stewart's comments and highlighted the accomplishments of Nora Werner as her gymnastics coach was not able to attend the meeting. She stated Warren is spoiled with the high quality athletes it has.

3. Presentation of Gurnee Teacher and Gurnee Staff Member of the Year awards:

- Warren Township High School District 121
 - Teacher of the Year: Rocco Oddo
 - Staff Member of the Year: Toni Ludwick
- Gurnee School District 56
 - Teacher of the Year: Betsy Sincora
 - Staff Member of the Year: Miriam Yaquian
- Woodland School District 50
 - Teacher of the Year: Jessica Pierson
 - Staff Member of the Year: Brandi Smith

Each Superintendent spoke about the Teacher and Staff Member from their district including the impact each has had and how it has improved the school and children's experience.

Mayor Hood and a representative from the Henderson Foundation presented each teacher with a plaque in recognition of their achievements. Each was also presented with a check from the Henderson Foundation

4. Approval of a Proclamation honoring Six Flags Great America in celebration of its 50th Anniversary Season.

Mayor Hood summarized the Proclamation and spoke about importance of Six Flags to the Village.

John Krajnak, Six Flags Park President, thanked the Mayor and Village Board. He discussed the support from the Village since the park was first discussed. In preparing for the 50th Anniversary Season he stated he has been reflecting on the prior 50 years.

It was moved by Trustee Ross, seconded by Trustee O'Brien to approve of a Proclamation honoring Six Flags Great America in celebration of its 50th Anniversary Season.

Voice Vote: ALL AYE: Motion Carried.

5. Approval of Proclamation designating May 2026 as "Building Safety Month" in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of a Proclamation designating May 2026 as "Building Safety Month" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

6. Approval of Proclamation designating May 10 - 16, 2026 as "National Police Week" in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of a Proclamation designating May 10 - 16, 2026 as "National Police Week" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

7. Approval of Proclamation designating May 17 – 23, 2026 as "National Public Works Week" in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Garner, seconded by Trustee Woodside to approve of a Proclamation designating May 17 – 23, 2026 as "National Public Works Week" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

D. REPORTS

None.

E. OLD BUSINESS

None.

F. PUBLIC COMMENT

None.

G. NEW BUSINESS

1. Approval of staff and advisory board appointments as recommended by Mayor Hood.

Village Staff:

- Village Administrator Patrick Muetz
- Budget Officer Patrick Muetz
- Treasurer Patrick Muetz
- Finance Director Brian Gosnell
- IMRF Agent Brian Gosnell
- Community Development Director David Ziegler
- Public Works Director Heather Galan
- Police Chief Jeremy Gaughan
- Fire Chief/ ESDA Director John Kavanagh
- Village Engineer Nick Leach
- Village Attorney Bryan Winter
- Deputy Village Clerk Selene Beltran

Planning and Zoning Board:

- Chairman – Term Expiring 4/30/28 Jim Sula
- Board Member – Term Expiring 4/30/28 Dane Morgan
- Board Member – Term Expiring 4/30/28 Edwin Paff
- Board Member – Term Expiring 4/30/28 Vacant
- Board Member – Term Expiring 4/30/27 Vacant

Civil Service Commission:

- Commissioner – Term Expiring 4/30/29 Erika Weiman

Police Pension Board:

- Board Member – Term Expiring 4/30/28 Ed Conarchy

Fire Pension Board:

- Board Member – Term Expiring 4/30/28 Ed Conarchy
- Board Member – Term Expiring 4/30/27 Greg Garner

PSEBA Hearing Officer:

- Term Expiring 4/30/27 Jason Guisinger
- Back-up – Term Expiring 4/30/27 Matthew Rose

Administrative Hearing Officer:

- Term Expiring 4/30/27 Yolanda Torrez
- Back-up – Term Expiring 4/30/27 Vacant

Environmental Sustainability Committee:

- Chair – Term Expiring 4/30/28 Karen Thorstenson
- Committee Member – Term Expiring 4/30/28 Meg Beckley
- Committee Member – Term Expiring 4/30/28 Matt Beckley
- Committee Member – Term Expiring 4/30/28 Jamie Boller
- Committee Member – Term Expiring 4/30/28 Anissa Chaudry
- Committee Member – Term Expiring 4/30/28 Debbie Hoselton
- Committee Member – Term Expiring 4/30/28 Brian Penticoff
- Committee Member – Term Expiring 4/30/27 Rica Capa
- Committee Member – Term Expiring 4/30/27 Victoria Cortes
- Committee Member – Term Expiring 4/30/27 Sally Goldstein
- Committee Member – Term Expiring 4/30/27 Grace Lian
- Committee Member – Term Expiring 4/30/27 Emily Mokrzycki
- Committee Member – Term Expiring 4/30/27 Angela Olivares

CARES Commission:

- Commission Member – Term Expiring 4/30/28 Rachel Chenier
- Commission Member – Term Expiring 4/30/28 Mark Froseth
- Commission Member – Term Expiring 4/30/28 Brooke Hagstrom
- Commission Member – Term Expiring 4/30/28 Bryson King
- Commission Member – Term Expiring 4/30/28 Liz Nelson
- Commission Member – Term Expiring 4/30/28 Candy Reimholz

It was moved by Trustee Garner, seconded by Trustee Ross to approve of staff and advisory board appointments as recommended by Mayor Hood.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord. 2026 – 36 granting a Special Use Permit for an Electronic Message Board Sign pursuant to the Gurnee Zoning Ordinance for 5103 Washington Street (Advia Bank).

Administrator Muetz said Advia Credit Union is requesting approval of a Special Use Permit to allow the installation of an Electronic Message Center (EMC) sign at 5103 Washington Street. The proposed EMC sign will have a total sign area of approximately 54.98 square feet, including a 24.77 square foot electronic display. He stated as a comparison, the ALEC sign at 325 Tri-State Parkway measures 28 sq ft. The sign will be constructed as a monument-style structure with a masonry base and limestone cap and will be fully surrounded by landscaping in compliance with Village requirements. Administrator Muetz stated the Planning & Zoning Board reviewed the request at a public hearing on April 15, 2026. Following discussion, the Planning & Zoning Board voted to forward a favorable unanimous recommendation to the Village Board for approval of the Special Use Permit, subject to the Village's standard conditions for Electronic Message Board Signs.

It was moved by Trustee Thorstenson, seconded by Trustee O'Brien to approve of Ord. 2026 – 36 granting a Special Use Permit for an Electronic Message Board Sign pursuant to the Gurnee Zoning Ordinance for 5103 Washington Street (Advia Bank).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord. 2026 – 37 adopting the 2024 Edition of the International Existing Building Code, as modified with supplements, providing penalties for violations and amending Chapter 18 and adding Article XII to the Gurnee Municipal Code.

Administrator Muetz said due to recently revised legislation by the State of Illinois, municipalities must regulate existing commercial buildings to comply with the State of Illinois' Capital Development Board (CBD) Act. The most common approach to fully comply with the Act is to adopt the International Building Code (IBC), International Existing Building Code (IEBC), and the International Residential Code (IRC) and make local amendments as needed. Administrator Muetz stated in December the Village adopted the 2024 versions of the IBC and IRC. Adopting the 2024 IEBC will bring the Village of Gurnee into compliance with the CBD Act. He stated the IEBC basically requires that a building is inspected and brought up to code if the use changes, noting the Village has always required this so operationally adopting this code does not have impact on current practices.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 37 adopting the 2024 Edition of the International Existing Building Code, as modified with supplements, providing penalties for violations and amending Chapter 18 and adding Article XII to the Gurnee Municipal Code.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of Ord. 2026 – 38 authorizing the execution of a Memorandum of Understanding regarding membership in the Lake County Sheriff's Office Special Weapons and Tactics Team.

Administrator Muetz said the Police Department is requesting to join the Lake County Sheriff's multi-jurisdictional SWAT Team. Participation in this team will provide the Department with multiple advantages when it comes to effectively dealing with critical incidents and low-risk search warrants. He stated a few of these advantages include faster response times, expanded operational capacity and stronger inter-agency relations. The Lake County SWAT Team fills a role currently not addressed by our participation in NIPAS. Administrator Muetz stated

Department anticipates the cost to participate to be minimal and mainly related to training and some equipment outfitting. The required Memorandum of Understanding has been reviewed by Chief Gaughan and Attorney Winter.

It was moved by Trustee Woodside, seconded by Trustee O'Brien to of Ord. 2026 – 38 authorizing the execution of a Memorandum of Understanding regarding membership in the Lake County Sheriff's Office Special Weapons and Tactics Team.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

5. Approval of Ord. 2026 – 39 authorizing a Change Order for the Professional Services Agreement with Clark Dietz, Inc. for Engineering Services for FY26 and FY 27 Water main Improvements (Ordinance 2025-60).

Administrator Muetz said in August of 2025 the Village Board approved an agreement with Clark Dietz in the amount of \$265,600 to prepare design plans and obtain necessary permits for the replacement of approximately 2.25 miles of aging water main throughout various areas of the Village. As the design work progressed it was discovered that there are some better routes and additional main to be installed, as well as additional railroad permitting required. He stated the proposed amendment of \$68,655 will allow for continuation of design plans across multiple project areas, regulatory coordination with the Union Pacific Railroad and additional geotechnical services required for the railroad crossing. He stated the amendment increases the total contract value to \$334,255.00. Industry standards for water main design services are typically in the order of approximately 10% of estimated construction costs. Based on the anticipated construction value, this would equate to approximately \$450,000. Administrator Muetz stated with the proposed amendment, the total design cost represents approximately 7.5% of the projected construction value, remaining below industry norms.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Ord. 2026 – 39 authorizing a Change Order for the Professional Services Agreement with Clark Dietz, Inc. for Engineering Services for FY26 and FY 27 Water main Improvements (Ordinance 2025-60).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

6. Approval of Engineering Division's recommendation to award the Fuller Road Reconstruction project, base bid and alternate, to the low bidder, Lake County Grading Company, at a cost of \$5,138,979.51.

Administrator Muetz said the FY 26/27 Proposed Budget includes the reconstruction of Fuller Road between Grand Avenue and Stearns School Road. The project includes road reconstruction, as well as water main and pedestrian improvements. A bid date of April 20th was set. The Village received two bids. Lake County Grading was the low bidder at \$5.1 million. He stated this is approximately \$360,000 less than the other bidder, Campanella and Sons. The Village budgeted \$6.0 million for the project. Administrator Muetz stated due to the favorable pricing, staff is recommending the Alternate Bid, which involves replacing aging water main between Windwood Drive and Sedona Court be included in the project. He concluded by stating Lake County Grading is a well-established firm that has been busy in recent years working on larger projects, such as the Tollway. It is very capable of completing this work. As such, staff is recommending the work be awarded to the low bidder Lake County Grading.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Engineering Division's recommendation to award the Fuller Road Reconstruction project, base bid and alternate, to the low bidder,

Lake County Grading Company, at a cost of \$5,138,979.51.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

7. Approval of request from Fire Department to waive formal bidding requirements and purchase a Road Rescue Ambulance including Stryker Power-LOAD patient lift system from Fire Service Inc. at a cost of \$399,113.00 (Fire Department Unit #1345 - HGACBuy Ambulance Contract No. AM10-23 – Fire Service Inc. Tag-On Quote No. 10103-0001).

Administrator Muetz said the Gurnee Fire Department has six ambulances. The current life expectancy of an ambulance is ten years. The Department is still awaiting the delivery of two ambulances, which were ordered in September 2023 and March 2025. These units are expected to arrive in November 2026 and January 2027. This long delay puts added stress on current units, with one of the units currently having over 211,000 miles on it and another at 152,000 miles. He stated due to lead times, estimated currently at 30 months, the Department is requesting to order its next ambulance up for replacement, which is Unit #1345. Current #1345 is a 2017 model year with 183,000 miles on it. Administrator Muetz stated the Department is recommending the Village take advantage of a Tag-On clause from the Department's most recent ambulance purchase. The Tag-On feature allows for the purchase of a similar unit under similar pricing and terms, while taking into consideration price changes expected to be incurred by component vendors. The price has increased about \$2,000 compared to the ambulance approved for purchase last year. The Department is requesting authorization to purchase the ambulance at a cost of \$399,113.00. The funding has been included in Multi-Year Capital Plan in FY 27/28.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of request from Fire Department to waive formal bidding requirements and purchase a Road Rescue Ambulance including Stryker Power-LOAD patient lift system from Fire Service Inc. at a cost of \$399,113.00 (Fire Department Unit #1345 - HGACBuy Ambulance Contract No. AM10-23 – Fire Service Inc. Tag-On Quote No. 10103-0001).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

H. PUBLIC COMMENT

None.

Closing Comments

None.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 8:09 p.m.

**Andrew Harris,
Village Clerk**

