

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

**GURNEE VILLAGE HALL  
JUNE 6, 2016**

**Call to Order**

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

**Other Officials in Attendance**

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Chris Velkover, Information Systems Director; Tom Rigwood, Director of Public Works; Fred Friedl, Fire Chief; Kevin Woodside, Police Chief; Sandra Campbell, Deputy Police Chief; Willie Meyer Deputy Police Chief; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

**Roll Call**

**PRESENT: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**  
**ABSENT: 0- None**

**Pledge of Allegiance**

Mayor Kovarik led the Pledge of Allegiance.

**A. PUBLIC COMMENT**

Mayor Kovarik reminded the Board that Restaurant week is June 10th through the 19th and will kick off at the Chocolate Sanctuary on the 10th from 4:00p.m. to 6:00 p.m..

**Lenny Petrovic  
3712 Grove Ave.  
Gurnee, IL**

Mr. Petrovic asked if cars can park on the street. Mr. Ziegler stated parking is allowed except between the hours of 2:00am to 6:00am. Mr. Petrovic stated this parking impacts the ability of people to use the roadway. He stated he heard it was a local business near Grand Avenue parking cars there. Mayor Kovarik stated that is a different situation and staff will look into it. Mr. Petrovic continued to say 1605 Belle Plaine has a car in the driveway with flat tires. He continued to say 1424 Magnolia has trucks and trailers he believes are illegal to have on residential property.

**B. APPROVAL OF CONSENT AGENDA**

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

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**  
**NAY: 0- None**  
**ABSENT: 0- None**  
**Motion Carried.**

**C. CONSENT AGENDA / OMNIBUS VOTE**

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

1. Approval of the minutes from the May 16, 2016 Village Board meeting.
2. Approval of Res. 2016 - 4 agreeing to indemnify the State of Illinois for Photo Enforcement Equipment attached to IDOT facilities.
3. Approval of setting a bid date of June 24, 2016 for 2016 Server Refresh and Storage Expansion Project.
4. Approval of setting a bid date of June 30, 2016 for Fire Station #2 Apparatus Floor Replacement Project.
5. Approval of Payroll for period ending May 14, 2016 in the amount of \$799,649.49.
6. Approval of Payroll Transfer Journal for period ending May 14, 2016 in the amount of \$791,944.55.
7. Approval of Payroll for period ending May 28, 2016 in the amount of \$755,830.45.

8. Approval of Payroll Transfer Journal for period ending May 28, 2016 in the amount of \$748,204.76.
9. Approval of Bills for the period ending June 6, 2016 in the amount of \$2,159,982.26.

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

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**  
**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 issuing a Class One liquor license to Juan Ramirez to operate Jalisco Mexican Restaurant - 4949 Grand Avenue.

Mr. Muetz said Mr. Juan Ramirez has applied for a Class 1 liquor license in relation to the opening of Jalisco Mexican Restaurant, located at 4949 Grand. The Police Department has conducted the necessary background checks and found nothing to preclude issuing the license. As the Avalon Restaurant did not renew its liquor license for 16/17, there is one Class 1 available.

It was moved by Trustee Wilson, seconded by Trustee Thorstenson to approve of issuing a Class One liquor license to Juan Ramirez to operate Jalisco Mexican Restaurant - 4949 Grand Avenue.

**Roll call,**

**AYE: 5- Ross, Garner, Thorstenson, Balmes, Wilson**  
**NAY: 0- None**  
**ABSENT: 0- None**  
**ABSTAIN: 1- Hood**  
**Motion Carried.**

2. Approval of Ord. 2016 - 37 adding one Class 4 license and removing one Class 7 Liquor License by amending Section 6-56 Of Article II of Chapter 6 of the Gurnee Municipal Code entitled "Alcoholic Beverages" as last amended by Ordinance Number 2016-19 passed March 21, 2016.

Mr. Muetz said after the recent renewal of liquor licenses, staff conducted an audit to ensure the number issued and the number allowed under the Municipal Code match. This review has resulted in the need to adjust two license classifications. There are currently six businesses in the Village with Class 4 licenses. The Municipal Code allows for five Class 4 licenses. Looking back through ordinances, in early 2014 the Code allowed for six Class 4 licenses. On June 16, 2014 the Code was amended to add one Class 4 for Mariano's. At the next meeting, multiple classes were adjusted to match up the Code and what was issued. At this meeting, one of the adjustments was to reduce Class 4 licenses by two. This appears to have been an error by staff, and rather it should have been reduced by just one license taking the number allowed to six. The error has gone unnoticed until now. As it relates to Class 7 licenses, Just Like Italy did not renew its license, therefore we need to remove one Class 7 license from the Code. He concluded by stating go forward the tracking of liquor licenses has been assigned to the Finance Division. This should help eliminate errors going forward.

It was moved by Trustee Balmes, seconded by Trustee Garner to of Ord. 2016 - 37 adding one Class 4 license and removing one Class 7 Liquor License by amending Section 6-56 Of Article II of Chapter 6 of the Gurnee Municipal Code entitled "Alcoholic Beverages" as last amended by Ordinance Number 2016-19 passed March 21, 2016.

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

3. Approval of Ord. 2016 - 38 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for property located at 885 – 887 S. Route 21.

Mr. Muetz said AAA Tent owner Alan Nowakowski is requesting a Special Use Permit to allow an increase to the height of a ground sign from 12 feet to 25 feet for his property located at 885-887 S. Route 21. The property is zoned C2, Community Commercial. Signs up to 12 feet are allowed by right, up to 18 feet with a minor exception, requests over 18 feet in this district require a Special Use Permit. The 25 foot sign is requested because due to topography, AAA Tent is located approximately 13 feet below the grade of Route 21. The matter was before the Planning & Zoning Board on May 18th. The PZB agreed that the height is needed as customers must visit the location for party/wedding planning services. The PZB was concerned that the base of the sign may appear very large, however, based on the topography over 50% of the base will be below the grade of Route 21. The PZB is forwarding a unanimous favorable recommendation.

It was moved by Trustee Garner, seconded by Trustee Wilson to approve of Ord. 2016 - 38 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for property located at 885 –887 S. Route 21.

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

4. Approval of Ord. 2016 – 39 granting a variation pursuant to the Gurnee Zoning Ordinance for 1735 Belle Plaine Avenue.

Item removed from tonight's agenda.

5. Approval of Ord. 2016 - 39 accepting the Final Plat of Wentworth Gurnee.

Mr. Muetz said Wentworth Gurnee is located at the former Bobby's Driving Range property. Staff has reviewed the plat and noted the following deviations from the Subdivision Ordinance:

- Fee in lieu of installing sidewalk on Gages Lake Road and fee in lieu of installing pedestrian path on Hunt Club Road;
- Horizontal curves do not meet the minimum 100' radius.

The Planning & Zoning Board review the plat on May 18th and is forwarding a unanimous favorable recommendation. The deviations conform to the previously approved preliminary PUD Plat and therefore are not a surprise to staff.

Trustee Garner asked who dictates how we spend the fee in lieu of installing the sidewalks.

Mr. Muetz said that is up to us. He stated it goes into a fee in lieu of fund and then staff makes proposals to the Village Board via the budget process on how it should be spent.

Trustee Thorstenson asked if sidewalks are present near the property and will this cause a break in the continuity of sidewalks.

Mr. Ziegler said there are internal sidewalks but on the perimeter there are none on either Hunt Club or Gages Lake.

Trustee Thorstenson stated the Village does not have sidewalks north of the B.P. gas station.

Mr. Ziegler said correct.

Trustee Ross stated sidewalks were a major theme from the Strategic Plan, so she was surprised to see the fee in lieu of.

Mr. Ziegler said we have a plan on the shelf when we have funding for it in the future. He stated it doesn't make sense to do a short section rather than a longer stretch that connects neighborhoods.

Mayor Kovarik said we have an unwritten policy that sidewalks must be completed corner to corner verses short segments.

Trustee Ross asked if the fee in lieu of is enough to install sidewalk at this location.

Mr. Ziegler said it should be appropriate as it is charged based on the length of frontage.

Mayor Kovarik how access to Gages Lake Road will be handled.

Mr. Ziegler said that depends on what the use is. He said it would be allowed if it meets the Lake County standard, however currently is it expected to be right in only access.

Mayor Kovarik asked about improvements to Gages Lake Road.

Mr. Ziegler said no improvements to Gages Lake Road are required.

Mayor Kovarik stated there is no turn in westbound to northbound.

Mr. Ziegler said no.

Mayor Kovarik said the turn lane already stacks up in that area certain times of the day and something will need to be done when the commercial development starts.

Mr. Ziegler said that connection will require a permit from Lake County DOT.

It was moved by Trustee Balmes, seconded by Trustee Wilson to approve of Ord. 2016 - 39 accepting the Final Plat of Wentworth Gurnee.

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

6. Approval of Ord. 2016 - 40 granting the Final PUD Plan pursuant to the Gurnee Zoning Ordinance for 491 S. Hunt Club Road.

Mr. Muetz said the Village Board approved the preliminary PUD for the Wentworth residential development on October 19, 2015. Wentworth is now looking for final PUD approval. As a reminder, the residential component includes 73 residential lots. Per the Zoning Ordinance update, the Zoning Administrator is to review the submitted plans and make a determination as to whether they are in substantial conformance with the Preliminary PUD. Upon review of the plans, the Zoning Administrator has determined the plans are in conformance with the Preliminary PUD and is recommending approval.

It was moved by Trustee Wilson, seconded by Trustee Garner to approve of Ord. 2016 - 40 granting the Final PUD Plan pursuant to the Gurnee Zoning Ordinance for 491 S. Hunt Club Road.

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

7. Approval of Ord. 2016 - 41 amending the Annual Budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 (Department of Homeland Security 90/10 Grant Award – Fire Department Unit #1352 replacement).

Mr. Muetz the next two items on the agenda are related and he would summarize them together. He said on May 20, 2016 the Gurnee Fire Department was notified by the Department of Homeland Security that it is the recipient of an Assistance to Firefighters Grant to purchase a Heavy Rescue Squad. This is a 90/10 grant with the Federal share being \$386,364. This new Squad will replace the GFD's 1996 E-One Heavy Rescue that was initially scheduled to be replaced in 2012, however has been pushed back due to other capital priorities. It was not anticipated the Village would receive this grant during the preparation of the FY 16/17 Approved Budget. To take advantage of the grant the Village needs to purchase the equipment within FY 16/17. Staff is recommending amending the budget to provide for the grant proceeds and equipment purchase. Capital Fund revenue would be increased by \$386,346 and expenditures increased by \$445,000. The net result is a maximum out of pocket of \$58,636 to the Village. There is sufficient balance in the Capital Improvement Fund to cover the additional expenditure and take advantage of the grant to replace equipment.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of Ord. 2016 - 41 amending the Annual Budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 (Department of Homeland Security 90/10 Grant Award – Fire Department Unit #1352 replacement).

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

8. Approval of request from Fire Department to waive bidding requirements and utilize the HGACBuy Fire Service Apparatus Contract No. FS12-15 to purchase a Heavy Rescue Squad from Fire Service Inc. at a cost not to exceed \$445,000 (Department of Homeland Security 90/10 Grant Award – Fire Department Unit #1352 replacement).

No Discussion.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of request from Fire Department to waive bidding requirements and utilize the HGACBuy Fire Service Apparatus Contract No. FS12-15 to purchase a Heavy Rescue Squad from Fire Service Inc. at a cost not to exceed \$445,000 (Department of Homeland Security 90/10 Grant Award – Fire Department Unit #1352 replacement).

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

9. Approval of request from Public Works Department to waive bidding requirements and utilize the Northwest Municipal Conference Suburban Purchasing Cooperative to purchase a Hydro Excavator from Standard Equipment Company at a cost of \$390,965.00 (Public Works Unit #654 replacement).

Mr. Muetz said the FY 16/17 Approved Budget includes funds for the replacement of the Public Works Department Unit #654, which is the Vactor Truck. The current unit was purchased in 2002. It was brought in as a combination jet-rodder and vacuum unit designed for cleaning sewers and occasional valve vault cleaning. Since its purchase the need for hydro-excavation has increased substantially. While the current unit has performed that task, it was not designed for it and has seen repairs and increased replacement of worn items as a result. The Public Works Department is recommending the

Village take advantage of the Northwest Municipal Conference Suburban Purchasing Cooperative to purchase the new unit. The unit will feature a Peterbilt 348 chassis and Standard Equipment hydro excavator system. We currently have Peterbilt 348 chassis in the fleet, therefore the ability to continue with fleet standardization remains in tack. In addition, the Village has utilized Standard's equipment in the past and has been pleased with its performance. Standard quoted the Village a trade-in value of \$30,000 for current Unit 654, which the Fleet Administrator is recommending we take advantage of. That credit results in a final purchase price of \$390,965.00. The FY 16/17 Budget included \$415,000.00 for the replacement of the unit.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of request from Public Works Department to waive bidding requirements and utilize the Northwest Municipal Conference Suburban Purchasing Cooperative to purchase a Hydro Excavator from Standard Equipment Company at a cost of \$390,965.00 (Public Works Unit #654 replacement).

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

10. Approval of request from Public Works Department to utilize the National Joint Powers Alliance to purchase a Chevrolet 2500 HD chassis at a cost of \$28,872.22 (Public Work Unit #240 replacement).

Mr. Muetz said the FY 16/17 Approved Budget includes funding for the replacement of one pick-up truck in the Street Division. The Department is obtained a quote from the National Joint Powers Alliance for the replacement truck. The Village has used this group multiple times over the past few years for skid steers and most recently, pick-up trucks which the Village Board approved in December 2015.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of request from Public Works Department to utilize the National Joint Powers Alliance to purchase a Chevrolet 2500 HD chassis at a cost of \$28,872.22 (Public Work Unit #240 replacement).

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**H. PUBLIC COMMENT**

None.

**I. EXECUTIVE SESSION**

**Adjournment to Executive Session**

The Village Attorney stated that tonight's Executive Session will reference:

5 ILCS 120/2 (c) (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

It was moved by Trustee Balmes, seconded by Trustee Wilson to adjourn the meeting into Executive Session.

**Roll call,**

**AYE: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

Mayor Kovarik adjourned the meeting into Executive Session at 7:34p.m.

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**Recall to Order**

Mayor Kovarik recalled the meeting to order at 7:42 p.m.

**PRESENT: 6- Ross, Garner, Thorstenson, Balmes, Hood, Wilson**  
**ABSENT: 0- None**

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**Closing Comments**

None.

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**Adjournment**

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

**Voice Vote: ALL AYE: Motion Carried.**

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

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**Andrew Harris,  
Village Clerk**