

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

**GURNEE VILLAGE HALL  
OCTOBER 23, 2017**

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**Call to Order**

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

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**Other Officials in Attendance**

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Scott Drabicki, Village Engineer; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; John Kavanagh, Fire Chief; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

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**Roll Call**

**PRESENT: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**  
**ABSENT: 1- Hood**

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**Pledge of Allegiance**

Mayor Kovarik led the Pledge of Allegiance.

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**A. PUBLIC COMMENT**

**Paula Carballido  
President & Director  
Lake County Honor  
Flight**

Ms. Carballido wanted to thank the Village of Gurnee and everyone else involved with Gurnee's Craft Beer Fest for supporting veterans. She said Lake County Honor Flight would not be possible without community support.

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**B. APPROVAL OF  
CONSENT AGENDA**

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

**Roll call,**

**AYE: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**

**NAY: 0- None**

**ABSENT: 1- Hood**

**Motion Carried.**

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**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 October 9, 2017 Village Board meeting.
2. Approval of request to dispose of certain documents as authorized by the State of Illinois Local Records Commission.
3. Approval of Payroll for period ending October 13, 2017 in the amount of \$816,628.98.
4. Approval of Bills for the period ending October 23, 2017 in the amount of \$1,501,161.58.

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

**Roll call,**

**AYE: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**

**NAY: 0- None**

**ABSENT: 1- Hood**

**Motion Carried.**

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**D. PETITIONS AND  
COMMUNICATIONS**

1. Presentation of Gurnee Legion of Craft Beer Fest proceeds to Lake County Honor Flight and the Gurnee American Legion Post #771.

Mayor Kovarik presented the Gurnee American Legion with a check for \$20,000.

Jim Huisel, Gurnee American Legion Post Commander, thanked the Village of Gurnee for stepping up and everyone working together. He said the funds will go to a great use within our organization supporting scholarships and other new projects.

Haynes John from 102.3 WXLC and Humberto Martinez from Timothy O'Tooles briefly spoke, both thanking the Village for all the hard work that goes into hosting a successful event like the Craft Beer Fest.

Mayor Kovarik presented Lake County Honor Flight with a check for \$5800.

Local veterans briefly spoke about their Honor Flight experience and what it meant to them.

2. Approval of Proclamation designating November 5, 2017 as "Change your Clock, Change your Battery Day" in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Proclamation designating November 5, 2017 as "Change your Clock, Change your Battery Day" in the Village of Gurnee.

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

#### **E. REPORTS**

1. Report from Matt Beran, Lauterbach & Amen, LLP – Comprehensive Annual Financial Report for the Fiscal Year ending April 30, 2017.

Matt Beran, with Lauterbach & Amen, reviewed the Fiscal Year ending April 30, 2017 audit with the Village Board. Mr. Beran started by stating the Village once again received the GFOA Certificate of Achievement for last year's audit and will be applying again for the FY 16/17 audit. He said the Village received an unmodified opinion, which is the highest opinion that can be given. Mr. Beran then briefly reviewed the management and Discussion Analysis section. This was followed up a review of the Statement of Net Position. He stated the Village ended up at \$57.2 million, which was a 2.4 million increase due to reduced long-term liabilities and positive operating variances. The General Fund ended at \$26 million in fund balance, which was an increase of \$1.1 million as revenues came in over budget and expenditures came in under budget. He then reviewed the Water & Sewer Funds. The fund had a total net increase of \$804 thousand. This was a result of revenues coming in over budget, however, expenditures came in under budget greater than revenues, resulting in a net increase.

Mr. Beran concluded by thanking Finance Director Gosnell and his staff for all of their hard work.

Mr. Muetz said if any Trustees had any questions about the report he and Attorney Winter will be available to answer them.

Mayor Kovarik said that there were no discussion topics on the agenda for the October 30th Committee of the Whole meeting and asked the Trustees if they would like to cancel the meeting.

It was moved by Trustee Jacobs, seconded by Trustee Thorstenson to cancel the Committee of the Whole meeting for October 30, 2017.

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

#### **F. OLD BUSINESS**

None.

#### **G. NEW BUSINESS**

1. Approval of Ord. 2017 - 47 vacating a portion of Sherman Avenue right-of-way adjacent to Lot 1 Block 34 of Fred'k H. Bartlett's North Shore Highlands and adjacent to Lot 2 Block 39 of Fred'k H. Bartlett's 1st addition to North Shore Highland.

Mr. Muetz said the Village received a request to vacate the right of way at the end of Sherman Avenue just west of Belle Plaine Avenue. The request was made by the resident just to the north of this right of way. He stated the northeast area is laid out in a grid pattern with not all streets going completely thru. In this case, Sherman does not go all the way thru to Belle Plaine. While there are no plans to extend the roadway at this time, staff is recommending the vacation

NOT be approved as it would impede its ability in the future should it be determined that an extension is needed. The request was before the Planning & Zoning Board on September 6th. The PZB is forwarding a unanimous unfavorable recommendation.

The Petitioner Karen Rozwadowski said she has lived at 1432 Belle Plaine for the past 30 years. She is asking that the Village vacate the right of way at the end of Sherman. In explaining her position she stated that frontage fees have already been paid and the property is being maintained.

Mayor Kovarik said if the lots were ever subdivided the Village may want to put street though to Belle Plaine.

Village Engineer. Drabicki briefly explained the situation stating that the land is a public right of way and was given to the Village in 1925. He said it's a decision as to whether or not the Village wants to give up its land rights.

Mayor Kovarik asked when the Village vacated the land on the other side of Sherman.

Mr. Drabicki said the Village vacated and gave the land to the Park District in 1999.

Mayor Kovarik said so Sherman couldn't go further than Belle Plaine.

Mr. Drabicki said right now the Village has no intention on extending Sherman to Belle Plaine however he is not sure if that will change in the future. He said the grid system that was started and never completed in this area is the most efficient street system.

Attorney Winter asked if the Village vacated the land if there would be issues maintain the water line that goes through the property.

Mr. Drabicki said the Village would still maintain an easement to service the line.

Ms. Rozwadowski said there is already a fire hydrant on the property.

Attorney Winter asked the petitioner why she wants the land vacated.

Ms. Rozwadowski said because she already maintains it and keeps it nice and clean. She also said several residents built on Sherman on the assumption it would always be a dead-end street.

Attorney Winter briefly explained to the Board the voting procedure for this Ordinance.

It was moved by Trustee Jacobs, seconded by Trustee Balmes to approve of Ord. 2017 - 47 vacating a portion of Sherman Avenue right-of-way adjacent to Lot 1 Block 34 of Fred'k H. Bartlett's North Shore Highlands and adjacent to Lot 2 Block 39 of Fred'k H. Bartlett's 1st addition to North Shore Highland.

**Roll call,**

**AYE: 0- None**

**NAY: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**

**ABSENT: 1- Hood**

**Motion Failed.**

2. Approval of Ord. 2017 - 48 amending Chapter 78, Section 78-105 Subsection (d), of the Gurnee Municipal Code to prohibit parking on Swanson Court, west side, from the south line of Lot 2 of Maura's Resubdivision to 130' north of the south line of Lot 2 of Maura's Resubdivision.

Mr. Muetz said the Village has contacted by a business on the north end of Swanson Court regarding on-street parking impacting its ability to get semi-trailers backed into loading docks at its facility. As the layout of the facility precludes modifications to or relocating the

loading docks, the owner has requested a 130' portion of Swanson Court be designated No Parking. The Engineering Division has reviewed and believes the request is reasonable and will help eliminate the issue. Village Engineer Scott Drabicki has developed an amendment to the Municipal Code to implement the restriction.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2017 - 48 amending Chapter 78, Section 78-105 Subsection (d), of the Gurnee Municipal Code to prohibit parking on Swanson Court, west side, from the south line of Lot 2 of Maura's Resubdivision to 130' north of the south line of Lot 2 of Maura's Resubdivision.

**Roll call,**

**AYE: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**

**NAY: 0- None**

**ABSENT: 1- Hood**

**Motion Carried.**

3. Approval of Public Works Department request to purchase one Dodge Ram Promaster 3500 cargo van from the low bidder, Ray Chevrolet, at a cost of \$38,153.57 (Public Works Department Unit #682 – price includes upfitting and paint).

Mr. Muetz said included in the FY 17/18 Approved Budget is replacement of the Public Works meter van. The vehicle is used for water meter installation, repair and maintenance, non-payment water shut-offs, b-box maintenance and repair and other Utility Division maintenance operations. Current Unit #682 has 138,000 miles, is 12 years old and is experiencing more frequent maintenance issues. The Department is proposing the unit be replaced with a Dodge Ram Promaster 3500 cargo van. The low quote for this vehicle was received from Ray Chrysler in Fox Lake. In addition to the vehicle itself, it will need to be upfitted with custom shelving, storage system, work bench and lighting systems. Ray Chrysler has a working relationship with Inland Truck & Van Equipment for this work. Mr. Muetz further stated the vehicles does not come in yellow. Therefore, staff is recommending it be painted yellow to match the existing Public Works fleet. Again, Ray Chrysler has a working relationship with Bull Valley Auto Valley who can perform the work. The cost of the upfitting is \$5,942.57 and the paint is \$5,200. These figures were included in the FY 17/18 Budget amount, which is \$54,125.00.

Mayor Kovarik asked if the different shape of vehicle will cause problems.

Utility Supervisor Brett Fritzler said the new unit will be about 2 feet longer and taller than the current unit. He said the extra length and height will allow full access to storage area.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Public Works Department request to purchase one Dodge Ram Promaster 3500 cargo van from the low bidder, Ray Chevrolet, at a cost of \$38,153.57 (Public Works Department Unit #682 – price includes upfitting and paint).

**Roll call,**

**AYE: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**

**NAY: 0- None**

**ABSENT: 1- Hood**

**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 2 (c) (2) which states: Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of

employees.

It was moved by Trustee Garner, seconded by Trustee Jacobs to adjourn the meeting into Executive Session.

**Roll call,**

**AYE: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**

**NAY: 0- None**

**ABSENT: 1- Hood**

**Motion Carried.**

Mayor Kovarik adjourned the meeting into Executive Session at 7:54p.m.

**Recall to Order**

Mayor Kovarik recalled the meeting to order at 8:03 p.m.

**PRESENT: 5- Garner, Balmes, Thorstenson, Jacobs, Ross**

**ABSENT: 1- Hood**

**Closing Comments**

None.

**Adjournment**

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

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

Mayor Kovarik adjourned the meeting at 8:04 p.m.

**Andrew Harris,  
Village Clerk**