

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

**GURNEE VILLAGE HALL
APRIL 16, 2018**

Call to Order

In Mayor Kovarik's absence, Village Administrator Mr. Muetz called the meeting to order at 7:01 p.m.

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; Tom Rigwood, Director of Public Works; John Kavanagh, Fire Chief; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

Roll Call

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

Mr. Muetz asked the Board for a recommendation for a President Pro-tem to lead the meeting.

It was moved by Trustee Hood, seconded by Trustee Jacobs to have Trustee Balmes lead the meeting.

Voice Vote: ALL AYE: Motion Carried.

Pledge of Allegiance

Trustee Balmes led the Pledge of Allegiance.

A. PUBLIC COMMENT

None.

B. APPROVAL OF CONSENT AGENDA

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

Roll call,

AYE: 5- Thorstenson, Jacobs, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 1- Ross

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 Executive (Closed) Session meetings on: August 21, 2017 and October 23, 2017.
2. Approval for public release of minutes from Executive (Closed) Session meetings on: August 21, 2017 and October 23, 2017.
3. Approval of minutes from the April 2, 2018 Village Board meeting.
4. Approval of Ord. 2018 - 34 authorizing an extension to the professional service agreement with Clarke Environmental Mosquito Management, Inc., for the 2018-2020 mosquito abatement programs at a cost of \$103,077.00 per year.
5. Approval of Res. 2018 - 04 authorizing the Village Administrator to negotiate and approve a contract with an electricity supplier as obtained through the Northern Illinois Municipal Electric Cooperative (NIMEC – Village-wide Electric Aggregation Program).
6. Approval of Payroll for period ending March 30, 2018 in the amount of \$793,984.94.
7. Approval of Bills for the period ending April 16, 2018 in the amount of \$723,480.54.

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

Roll call,

AYE: 5- Thorstenson, Jacobs, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 1- Ross

Motion Carried.

D. PETITIONS AND COMMUNICATIONS

1. Approval of Proclamation designating April 27, 2018 as “Arbor Day” in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Jacobs seconded by Trustee Garner to approve of Proclamation designating April 27, 2018 as “Arbor Day” in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

E. REPORTS

1. Update from Economic Development Director Ellen Dean on East Grand Avenue Farmers & Artisan Market.

Economic Development Director Ellen Dean presented the following presentation to the Board:

**East Grand Avenue
Farmers & Artisans Market**

Ms. Dean said a group of East Grand Avenue businesses and residents began meeting last summer to discuss ways to promote the corridor and to give shoppers new reasons to visit the east side. Several East Grand merchants came together to participate in the Gurnee Days parade featuring a beautiful float by Gurnee Garden Center, which we’ve been told will be reprised for the 2018 parade, and we kicked off a 20-week giveaway of \$1,000 (East “GRAND” Giveaway) leading up to the holidays, a promotion designed to keep shoppers coming back week after week to keep entering the contest. She continued to state that much of the discussion has focused on offering events – scavenger hunts, sidewalk sales, a fall festival, a music event – that attract area residents to the area and thus they’re more likely to return for shopping and services.

With the Farmers Market no longer being organized by the Gurnee Park District, the East Grand group felt there could be an opportunity to re-introduce a more limited version of a farmers market, hold it on a weekend, add in kids’ entertainment and it becomes a nice family day out. At this time, neither Gurnee nor Waukegan hosts a farmers market and given the location of East Grand, it would likely to attract Waukegan residents also.

Ms. Dean stated the new owner of the former Welton Market plaza has agreed to host the event. The exact site layout is still being worked on, but in general the idea is to keep the booths near Grand Avenue with customer parking to the rear of the site. Vendors will unload and set up prior to the public arriving.

The event will take place on: July 15th, August 19th, September 16th and October 21st.

Ms. Dean said the Village will assume the umbrella costs for this event using the marketing budget, so no additional funds needed. Vendors will be charged fees, but these are low be design as its the first year.

Staff is currently in the recruitment stage for both vendors and businesses to participate.

Farmers & Artisans Market

Fees expected to be \$20 or \$25 weekly, discounted 25% for 4-week commitment.

The event will feature Growers/ Food Producers and Artisans/Crafters. It will also have prepared food and demonstrations.

East Grand businesses will be granted preference across all categories to promote and/or sell.

Gurnee businesses, home based businesses and nonprofit organizations will also be invited and receive special perks.

Questions:

Trustee Balmes asked what the max number of vendors would be.

Ms. Dean said staff is planning on 25-30.

Trustee Balmes asked how power will be provided.

Mr. Muetz said staff will work to see if a generator can be donated to the event.

Trustee Balmes asked if food trucks will be at the event.

Ms. Dean said first we would like to see how many Gurnee restaurants will sign up for the event. She said Big Norms has already expressed interest.

Trustee Thorstenson said we only have a certain amount of spots available and we would like our local restaurants to be represented before we allow food trucks at the event.

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord. 2018 - 35 granting Final Planned Unit Development Plat Plan approval to Market Square, Inc. for Phase Two of Market Square at SouthRidge located at 6021 Washington Street.

Mr. Muetz said Market Square at Southridge is located on approximately 6.67 acres at the southeast corner of Washington Street and Cemetery Road and is primarily zoned C-2 PUD. The subject site received Preliminary PUD approval in 2011 for a 46,000 square foot commercial center, spanning 6 buildings--four (4) along Washington, one (1) in the center and one (1) at the south end of the site. Final PUD approval was granted in 2014 for Phase One, which consisted of a single story, approximately 7,200 square foot multi-tenant commercial/office building. The owner, Dan Riedel, is now seeking Final PUD approval for Phase 2, which consists of an identical building east of the existing building. Staff has reviewed the engineering, landscaping plans, and architectural plan. As part of the 2015 updated Zoning Ordinance, Section 9.4.3, the Zoning Administrator is responsible for reviewing the submitted plans and determining if the application is in Substantial Conformance with the Preliminary PUD. The recommendation of the Zoning Administrator is then forwarded to the Village Board for concurrence.

Upon review of the submittals, the Zoning Administrator deems the project to be in Substantial Conformance with the Preliminary PUD plans, subject to the following conditions, and recommends approval to the Village Board:

- 1) That a landscape screen will be provided for the service court in lieu of the masonry walls indicated on the preliminary plan;
- 2) That the future phases of the development continue with the same building materials and architecture as Phase One and Phase Two; and
- 3) That a landscape plan will be prepared for approval by Village Staff that is in accordance with the Preliminary PUD Landscape Plan for plant material in the areas associated with Phase 1 and Phase 2 of this development.

Trustee Garner thanked the petitioner for putting up an aesthetically beautiful building. He said this is a well thought out investment.

It was moved by Trustee Garner, seconded by Trustee Jacobs to approve of Ord. 2018 - 35 granting Final Planned Unit Development Plat Plan approval to Market Square, Inc. for Phase Two of Market Square at SouthRidge located at 6021 Washington Street.

Roll call,

AYE: 4- Thorstenson, Jacobs, Garner, Balmes

NAY: 0- None

ABSENT: 1- Ross

ABSTAIN: 1- Hood

Motion Carried.

2. Approval of Ord. 2018 - 36 modifying the definition of Resort Hotel by amending Section 6-1 of the Gurnee Municipal Code entitled "Alcoholic Beverages."

Mr. Muetz said a Class 11 Liquor License was created in November 2007 to accommodate a Resort Hotel. Per the Municipal Code, a Resort Hotel is a full-service hotel with at least the following characteristics:

- a) Three hundred rooms;
- b) Four thousand gross square feet of spa and fitness facilities;
- c) One full-service restaurant; and
- d) An accessory recreational or entertainment amenity such as, but not limited to, a water park, theater, or golf course.

With the renovation, Great Wolf is unable to meet the requirements of subsection b) Four thousand gross square feet of spa and fitness facilities as it has eliminated the spa and reduced the size of the workout area. As such, staff is recommending the spa and fitness requirement be removed and rather a minimum square footage of 15,000 square feet be applied to subsection d.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of Ord. 2018 - 36 modifying the definition of Resort Hotel by amending Section 6-1 of the Gurnee Municipal Code entitled "Alcoholic Beverages."

Roll call,

AYE: 5- Thorstenson, Jacobs, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 1- Ross

Motion Carried.

3. Approval of Ord. 2018 - 37 removing one Class 1 Liquor License and one Class 7 Liquor License by amending Section 6-56 of Article II of Chapter 6 of the Gurnee Municipal Code entitled "Alcoholic Beverages." (reduction due to Joe's Crab Shack and Noodles & Company).

Mr. Muetz said on an annual basis we reconcile the number of liquor licenses allowed by the Municipal Code with what is currently held by establishments in the community. If there is a discrepancy, the Code is amended to rectify it. This reconciliation requires the reduction of one Class 1 license (closure of Joes Crab Shack) and one Class 7 license (Noodles & Co. no longer sells alcohol).

It was moved by Trustee Garner, seconded by Trustee Jacobs to approve of Ord. 2018 - 37 removing one Class 1 Liquor License and one Class 7 Liquor License by amending Section 6-56 of Article II of Chapter 6 of the Gurnee Municipal Code entitled "Alcoholic Beverages." (reduction due to Joe's Crab Shack and Noodles & Company).

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of issuing a Class 11 Liquor License to Emilio Fabico, General Manager Great Wolf Lodge Illinois – 1700 Nations Drive.

Mr. Muetz said Great Wolf Lodge is requesting a Class 11 liquor license. This license was formerly held by KeyLime Cove but was not renewed when the property was sold to Great Wolf. Staff did not eliminate it from the Code as it anticipated Great Wolf would be opening this summer. With Great Wolf planning to open July 1, it's now appropriate to consider this request. Emilio Fabico is the

applicant on behalf of Great Wolf. The Police Department conducted all the necessary background checks and found nothing to preclude issuance of the license. As a Class 11 license is still available, there is no reason to amend the Municipal Code in this instance.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of issuing a Class 11 Liquor License to Emilio Fabico, General Manager Great Wolf Lodge Illinois – 1700 Nations Drive.

Roll call,

AYE: 5- Thorstenson, Jacobs, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 1- Ross

Motion Carried.

5. Approval of Public Works Department request to waive bidding requirements and purchase central hydraulic system, dump body, snow plow, tailgate spreader and spreader control system from Bonnell Industries, at a cost not to exceed \$52,096.95 (replacement for Public Works Units #298 and #290).

Mr. Muetz said as you will remember, this truck chassis was approved at the last Village Board meeting. This request is the upfitting on the truck with snow removal, hydraulic, spreader control, and hook-lift systems. The equipment requested is the same equipment we have been standardizing our snow and ice control trucks with over the past 6 years and is provided by Bonnell Industries. Bonnell and the Village have created a very good working relationship with the purchase of new equipment as well as the upgrading of the existing equipment. Staff has been very pleased with the quality of the equipment, the professional installation, and responsiveness to our needs. The Village had a total of \$95,000 in the budget for this unit and it's coming in at \$100,784.95 total. Trading in the 3 plows to be replaced in FY 18/19 will offset this overage.

It was moved by Trustee Jacobs, seconded by Trustee Thorstenson to approve of Public Works Department request to waive bidding requirements and purchase central hydraulic system, dump body, snow plow, tailgate spreader and spreader control system from Bonnell Industries, at a cost not to exceed \$52,096.95 (replacement for Public Works Units #298 and #290).

Roll call,

AYE: 5- Thorstenson, Jacobs, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 1- Ross

Motion Carried.

6. Approval of Public Works Department request to purchase one Peterbilt 348 tandem axle chassis from the low bidder, JX Peterbilt of Wadsworth, IL at a cost of \$114,070.61 (Public Works Department Unit #294).

Mr. Muetz said included in the FY 18/19 Budget is funding for the replacement of Public Works Unit #294. Unit #294 is a 2002 Freightliner FL80 60,000 GVW 10-yard dump, with 1,440 hours since purchased. This unit is 16 years old and requires repair to the dump box. In addition part for Freightliner medium and heavy duty trucks are becoming very difficult to obtain. It is proposed to be replaced with fully-outfitted, tandem axle, 60,000 GVW Peterbilt 348.

He said there is not a state bid for a Peterbilt chassis available through the State of Illinois CMS at this time. As a result, Vehicle Maintenance received a quote from National Joint Powers Alliance (NJPA) via JX Peterbilt in the amount of \$114,070.61.

It was moved by Trustee Jacobs, seconded by Trustee Thorstenson to approve of Public Works Department request to purchase one Peterbilt 348 tandem axle chassis from the low bidder, JX Peterbilt of Wadsworth, IL at a cost of \$114,070.61 (Public Works Department Unit #294).

Roll call,

AYE: 5- Thorstenson, Jacobs, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 1- Ross

Motion Carried.

7. Approval of request from Public Works Department to waive bidding requirements and purchase central hydraulic system, hook lift system, dump body, snow plow, wing plow, tailgate spreader and spreader control system from Bonnell Industries, at a cost not to exceed \$162,169.80 (Public Works Unit #294).

Mr. Muetz said following chassis approval, the truck needs to be up-fitted with snow removal, hydraulic, spreader control, and hook-lift systems. Bonnell and the Village have created a very good working relationship with the purchase of new equipment as well as the upgrading of the existing equipment. Staff has been very pleased with the quality of the equipment, the professional installation, and responsiveness to our needs.

It was moved by Trustee Jacobs, seconded by Trustee Garner to approve of request from Public Works Department to waive bidding requirements and purchase central hydraulic system, hook lift system, dump body, snow plow, wing plow, tailgate spreader and spreader control system from Bonnell Industries, at a cost not to exceed \$162,169.80 (Public Works Unit #294).

Roll call,

AYE: 5- Thorstenson, Jacobs, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 1- Ross

Motion Carried.

H. PUBLIC COMMENT

None.

Closing Comments

None.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Trustee Balmes adjourned the meeting at 7:33 p.m.

**Andrew Harris,
Village Clerk**