

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

**GURNEE VILLAGE HALL
OCTOBER 5, 2020**

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; Christine Palmieri, Director of Human Resources; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director

Roll Call

PRESENT: 6-Hood, Thorstenson, Ross, Garner, O'Brien, Balmes
ABSENT: 0- None

Pledge of Allegiance

Mayor Kovarik led the Pledge of Allegiance.

A. APPROVAL OF CONSENT AGENDA

Mayor Kovarik said Trustee Ross has requested Item #1 on the Consent Agenda be removed.

It was moved by Trustee Garner, seconded by Trustee O'Brien to remove item number one in the Consent Agenda.

Roll call,

AYE: 6- Hood, Thorstenson, Ross, Garner, O'Brien, Balmes
NAY: 0- None
ABSENT: 0- None
Motion Carried.

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

Roll call,

AYE: 6- Hood, Thorstenson, Ross, Garner, O'Brien, Balmes
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:

- ITEM REMOVED** 1. Approval of minutes from the September 28, 2020 Village Board meeting.
2. Approval of Ord. 2020 - 56 adopting an amendment to the Comprehensive Plan for the Village of Gurnee.
 3. Approval of Res. 2020 - 10 establishing certain property of the Village of Gurnee to be surplus.
 4. Approval of Payroll for period ending September 25, 2020 in the amount of \$842,836.17.
 5. Approval of Bills for the period ending October 5, 2020 in the amount of \$364,584.96.

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

Roll call,

AYE: 6- Hood, Thorstenson, Ross, Garner, O'Brien, Balmes
NAY: 0- None
ABSENT: 0- None
Motion Carried.

C. PETITIONS AND COMMUNICATIONS

1. Approval of Proclamation designating October 4 - 10, 2020 as "Fire Prevention Week" in the Village of Gurnee.

Mayor Kovarik read into record.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of Proclamation designating October 4 - 10, 2020 as "Fire Prevention Week" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried

Administrator Muetz said due to early voting being held in council chamber he recommends the October 19th Village Board meeting start time will be pushed back to 8 pm.

The Village Board concurred with the recommendation. Administrator Muetz stated staff will notify the public.

D. REPORTS

None.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2020 - 57 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 4606 Old Grand Avenue.

Administrator Muetz said Karla Reyes is requesting a Special Use Permit to allow the establishment and operation of a Body Modification Establishment (Tattoo Shop) at 4606 Old Grand Avenue. The business would offer traditional tattoo services, as well as cosmetic tattooing. Per the Zoning Ordinance, all Body Modification Establishments require a SUP. The Zoning Ordinance also requires that all body modification establishments "must have the required State and Village licenses". The proposed facility meets all of the locational requirements noted in the licensing ordinance and the applicant will go through the licensing process with the Police Department and the building permit process with the Building Department if the SUP is secured.

Details pertaining to the proposed Body Modification Establishment at 4604 Old Grand Avenue include:

- Two body modification/tattoo artists will work at this location
- Traditional and cosmetic tattooing services
- Tenant space of approximately 945 sq. ft.
- Hours of operation of 8:00 am to 10:00 pm Monday - Saturday and some Sundays
- All work is done by appointment only (walk-ins are not allowed)
- Maximum of two clients at any given time
- All inks and needles are single-use and enclosed in individual containers
- All needles are disposed of in FDA-approved sharps and contaminated waste containers and the shop contracts with a medical waste disposal company to pick up the containers
- All Illinois Department of Public Health requirements will be met
- Ample parking (59 spaces) is provided for the building's current tenants

Administrator Muetz said the only other existing tattoo shop in Gurnee is located in the East Grand Gateway Overlay District and there have been no issues with this facility. The SUP request was before the Planning and Zoning Board on September 16th and received a 4-2 favorable recommendation. The favorable recommendation was subject to the following conditions: 1) that services be offered by appointment only; 2) that services be limited to tattooing, micro-blading, and permanent make-up; 3) that the operation be in substantial conformance with the submitted plans; and 4) that the facility secure all other appropriate Village of Gurnee and Illinois Department of Public Health licenses. The PZB members who voted favorably believed that the proposed establishment should be granted a SUP because the request meets the Village's separation requirements and special use permit standards, all work will be done by appointment only, and because no neighboring property owners expressed concerns with the use. The dissenting votes felt that the use was incompatible with the character of the Old Grand Avenue area and some of the surrounding uses in the general vicinity, such as the parks and church.

Trustee Thorstenson said she is glad they are using an existing location and is thrilled they are offering micro blading.

Trustee Ross said the Village has worked hard on Welton Plaza and requested the petitioner use modest signage.

The petitioner stated she understood.

Mayor Kovarik said their signage would be subject to the Village Sign Code.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2020 - 57 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 4606 Old Grand Avenue.

Roll call,

AYE: 6- Hood, Thorstenson, Ross, Garner, O'Brien, Balmes

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord. 2020 - 58 authorizing the execution of an Intergovernmental Agreement between Woodland School District 50 and the Village of Gurnee for the installation and operation of communications equipment on the Heather Ridge Water Tower located at 5761 Manchester Drive, Gurnee.

Administrator Muetz said the Village of Gurnee owns the Heather Ridge water tower. This tower has an array of communications equipment installed on/in it. Earlier this year the Village was approached by Woodland District 50 requesting permission to install an antenna and related equipment on/in the tower to assist with its bus transportation communications. Coincidentally Waukegan just abandoned and removed this equipment from the tower. Village staff used a previously approved Intergovernmental Agreement (IGA) between Gurnee and Beach Park as a foundation for a new arrangement. The agreement requires Woodland submit plans for Village review and approval, cover all costs related to the planning/installation/inspection of the equipment, address any interference issues, maintain the equipment in good working order and remove the equipment if it is in the way for Village water tower maintenance activities. It also includes insurance, termination and notification provisions. In the spirit of intergovernmental cooperation, the Village is not charging Woodland rent for being on the tower. The agreement was discussed by Woodland School Board on August 27, 2020 and subsequently approved at the following board meeting on September 24, 2020.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of Ord. 2020 - 58 authorizing the execution of an Intergovernmental Agreement between Woodland School District 50 and the Village of Gurnee for the installation and operation of communications equipment on the Heather Ridge Water Tower located at 5761 Manchester Drive, Gurnee.

Roll call,

AYE: 6- Hood, Thorstenson, Ross, Garner, O'Brien, Balmes

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord. 2020 - 59 amending the Gurnee Municipal Code to classify the intersection of Wentworth Drive at Doral Drive as a Stop Intersection.

Administrator Muetz said the Village of Gurnee accepted the Wentworth Subdivision in 2015. As the construction of the homes is nearing completion, the need for a stop control intersection at Wentworth Drive and South Fork/Doral Drive is evident. With Wentworth Drive tee-ing into South Fork/Doral, the logical stop controlled approach is Wentworth Drive.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve of Ord. 2020 - 59 amending the Gurnee Municipal Code to classify the intersection of Wentworth Drive at Doral Drive as a Stop Intersection.

Roll call,

AYE: 6- Hood, Thorstenson, Ross, Garner, O'Brien, Balmes

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of renewal of employee life insurance and accidental death and dismemberment policies with The Standard for a 24-month period beginning January 1, 2021.

Administrator Muetz said the Standard has provided the Village's life insurance and accidental death and dismemberment (AD&D) policy for the past 2 years. The Standard provided the Village an initial renewal quote that included a 10% increase. The Village's insurance consultant, Wright Benefit Strategies (WBS), then entered negotiations with The Standard and was able to secure two revised renewal options. The first was a one year renewal with a 3.5% increase. The second was a 2 year renewal with a 6% increase in year 1 for life, followed by a 0% adjustment in year 2. There was no change in the accidental death and dismemberment rates. Compared to the current rates, the cost of the 2 year proposal is approximately an additional \$1200. Following discussion with WBS quotes from other carriers were not sought as our higher risk occupations (police and fire) results in many carriers not quoting or quoting high. He concluded by stating the quote provided by The Standard this year remains below the quotes received two years ago.

Trustee O'Brien said it makes sense to lock in the two year deal.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of renewal of employee life insurance and accidental death and dismemberment policies with The Standard for a 24-month period beginning January 1, 2021.

Roll call,

AYE: 6- Hood, Thorstenson, Ross, Garner, O'Brien, Balmes

NAY: 0- None

ABSENT: 0- None

Motion Carried.

G. PUBLIC COMMENT

None.

Closing Comments

None.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Mayor Kovarik adjourned the meeting at 7:18 p.m.

**Andrew Harris,
Village Clerk**