

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

**GURNEE VILLAGE HALL  
JULY 12, 2021**

**Call to Order**

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

**Other Officials in Attendance**

Patrick Muetz, Village Administrator; Jack Linehan, Assistant Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development Director; Brian Gosnell, Finance Director; Brian Smith, Police Chief; Jeremy Gaughan, Police Commander; Ellen Dean, Economic Development Director. Chris Velkover, Information Systems Director; Ryan Nelson, Assistant Information Systems Director; Phil Brunell, Communications Supervisor

**Roll Call**

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

**Pledge of Allegiance**

Mayor Hood led the Pledge of Allegiance.

**A. APPROVAL OF CONSENT AGENDA**

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

**Roll call,**

**AYE: 6- Thorstenson, Woodside, 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:

1. Approval of minutes from the June 21, 2021 meeting.
2. Approval of Ord. 2021 – 46 accepting the Final Plat of GW Properties subdivision.
3. Approval of a fireworks permit for Gurnee Days on August 7, 2021.
4. Approval of the following Requests for Proposals/bid dates:
  - a. July 27, 2021 for the Old Grand Avenue Water Main Phase II Replacement Project (First Street to Fire Station 1); and
  - b. August 5, 2021 for the Public Works Main Building Trench Drain Replacement Project.
5. Approval of Payroll for period ending June 18, 2021 in the amount of \$895,076.84.
6. Approval of Payroll for period ending July 2, 2021 in the amount of \$866,767.12.
7. Approval of Bills for the period ending July 12, 2021 in the amount of \$1,776,448.73.

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

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**C. PETITIONS AND COMMUNICATIONS**

None.

**D. REPORTS**

1. Presentation by Communications Supervisor Phil Brunell: Acknowledgement of Gurnee Police Department's transition to the

**STARCOM21 Radio Network.**

Communications Supervisor provided information on the Village's recent transition to the Starcom21 network on the full-time basis. The information provided included:

**Background**

- Starcom21 is an interoperable, digital, trunked statewide voice communications network.
- The network is owned, operated and maintained by Motorola Solutions under a partnership with the State of Illinois.
- It was built to public safety standards and is available to both government and non-government agencies.
- There are approximately 900 agencies with 45,000 subscribers using the system statewide.
- In 2016, the Gurnee Police Department purchased 75 handheld radios. There were two decisions made at that time of the purchase: 1) purchase dual band handheld radios; and 2) to utilize the Starcom21 network on a part-time basis.
- Why –part-time? Starcom21 was still in the build out stage in Lake County. The infrastructure and coverage in the area was not at acceptable levels yet.
- The part-time basis the monthly cost per radio was \$18 (\$17,000/yr.) vs \$36 (\$34,000/yr.) for full time use.
- Last summer we moved the Zion Police Department to the Starcom21 network on a full-time basis.

**Current Radio System**

- Gurnee radio system – Stand-alone single channel system with limited coverage.
- Backbone equipment for the Gurnee radio system is at end of life. The system is still operating, but spare parts and service are becoming more difficult to obtain.
- No encryption technology has created officer safety issues as some social media sites post radio traffic as an incident unfolds.

**Starcom21 Benefits**

- No capital cost to build a stand-alone radio system.
- Interoperability - being able to communicate with anyone on the Starcom21 network within the State (majority of Lake County is on Starcom21)
- Starcom21 network build out is completed in Lake County. There are 11 Starcom21 sites throughout the county and Gurnee has one in the center of the Village at the Tollway maintenance site, so the coverage is great.
- Gives Gurnee the ability to move the non-essential radio traffic to another talkgroup.
- Talkgroups are encrypted so officer safety concerns are eliminated.
- Radio traffic is still will be available under Freedom of Information Act requests.

**E. OLD BUSINESS**

None.

**F. NEW BUSINESS**

1. Approval of Ord. 2021 – 47 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for a special sports instruction facility, specifically an indoor fitness training facility, on property located at 900 Tri-State Parkway, Suite 900.

Administrator Muetz said CrossFit UXO, located at 905 Lakeside Drive, is requesting to move two buildings to the east of its current

location. The relocation of the gym triggers the requirement for a new special use permit. The request was before the Planning & Zoning Board on June 16th. At the public hearing, RRK Engineering (Suite 800), expressed concerns about potential noise from the facility. The owners of the gym stated they are agreeable to installing sound dampening between the units. UXO has three adjoining tenants at their current location (902 Lakeside Drive) and have never had any noise complaints. Following the hearing, the PZB is forwarding a unanimous favorable recommendation (5-0) with three attached conditions: 1) that the gym can only be used by UXO's coaches/instructors outside of scheduled class times; 2) that upon notification by the Village that a parking problem exists, 6 parallel parking spaces will be constructed along the west drive aisle and the drive-aisle will be converted to one-way circulation (north to south); and 3) that sound attenuation will be added to the walls between Suites 900 and 800. UXO is agreeable to these conditions.

It was moved by Trustee Garner, seconded by Trustee O'Brien to approve of Ord. 2021 – 47 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for a special sports instruction facility, specifically an indoor fitness training facility, on property located at 900 Tri-State Parkway, Suite 900.

**Roll call,**

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

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

2. Approval of Ord. 2021 – 48 temporarily amending Chapter 6, Section 6-55 of the Gurnee Municipal Code to permit the carryout of mixed drinks and single servings of wine under Class 1 and 2 Liquor Licenses.

Economic Development Director Dean stated the proposed amendment changes the Gurnee Municipal Code to temporarily modify the definitions of Class 1 and 2 liquor licenses. She stated that Illinois, as a response to COVID-19, allowed the carryout of mixed drinks and wine on a temporary basis. This allowance was recently extended to January 3, 2024. Staff is recommending the Village's code be updated to mirror the State's guidelines. Without the amendment, only four Gurnee restaurants would be allowed to continue to offer to-go mixed cocktails.

Trustee Woodside stated his understanding is that if Gurnee does not approve the amendment the Village's restaurants would be at a disadvantage compared to others in the State.

Director Dean concurred with that statement.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2021 – 48 temporarily amending Chapter 6, Section 6-55 of the Gurnee Municipal Code to permit the carryout of mixed drinks and single servings of wine under Class 1 and 2 Liquor Licenses.

**Roll call,**

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

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

3. Approval of Engineering Division's recommendation to award Alternate Two demolition and restoration of 4609, 4611, 4617, and 4625 Old Grand Avenue to the low bidder, Campanella and Sons, at a cost of \$95,472.00.

Administrator Muetz said the Village bought the DQ and Salon buildings on Old Grand in early 2020 with the intentions of removing the facilities from the floodplain. All of the tenants have relocated operations and therefore it is appropriate to move forward with removal following Gurnee Days. Staff requested proposals for two options: Alternate 1 requires four inches of pavement and material removal with 4 inches of topsoil replacement. Alternate 2 requires six inches of pavement and material removal with 6 inches of topsoil

replacement. Staff believes having 6 inches of topsoil backfilled on the site will help with plant growth and the longevity of the turf. Alternate 1 was going to be used if prices came in much higher than expected making it too costly to do the preferred 6 inches. Campanella & Sons was the low bidder for Alternate 2. Campanella did not submit some required paperwork with their bid documents. Staff alerted them of this issue and they submitted the bid bond and addendum the next day. Staff recommends waiving the technicality of not having the bid bond and addendum. The FY 21/22 Approved Budget included \$100,000 for this project. Administrator Muetz concluded by stating Campanella has done excellent work for the Village for many years, particularly during flooding events.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of Engineering Division's recommendation to award Alternate Two demolition and restoration of 4609, 4611, 4617, and 4625 Old Grand Avenue to the low bidder, Campanella and Sons, at a cost of \$95,472.00.

**Roll call,**

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

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

4. Approval of purchasing one-year of Cisco SMARTnet maintenance services from the State of Illinois contract holder CDWG in the amount of \$49,297.22.

Information Systems Director Velkover reviewed the SMARTnet maintenance renewal stating it is timed with the end of Cisco's fiscal year, which results in significant cost savings for the Village. He stated the maintenance amount is slightly reduced compared to prior years as some items have been separated out. He continued to state CDWG is the State of Illinois contract holder and that a portion of the cost will be reimbursed by the NLCC-ETSB.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of purchasing one-year of Cisco SMARTnet maintenance services from the State of Illinois contract holder CDWG in the amount of \$49,297.22.

**Roll call,**

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

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

5. Approval of purchasing new network switching and routing equipment for Fire Station #3, as well as replacement network router equipment and five-years of associated Cisco SMARTnet maintenance services from the State of Illinois contract holder CDWG \$65,215.05.

Assistant Information Systems Director Nelson stated that new equipment is needed for Fire Station #3, as well as replacement of equipment that has reached end of life. The proposed purchase is part of a planned replacement schedule. The equipment is standardized and should have a useful life of 7 – 10 years. He continued to state maintenance support is also being purchased at this time. The timing related to Cisco's fiscal year-end results in a 55% savings for the Village.

Trustee Thorstenson asked about redundancy in connectivity for Fire Station #3. Assistant Director Nelson stated Fire Station #3 will have redundant connection points including point-to-point wireless, Comcast and a future fiber line along Manchester Drive.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of purchasing new network switching and routing equipment for Fire Station #3, as well as replacement network router equipment and five-years of associated Cisco SMARTnet maintenance services from the State of Illinois contract holder CDWG \$65,215.05.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

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**G. PUBLIC COMMENT**

None.

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**Closing Comments**

None.

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**Adjournment**

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

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

Mayor Hood adjourned the meeting at 7:23 p.m.

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**Andrew Harris,  
Village Clerk**