

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

**GURNEE VILLAGE HALL
MARCH 7, 2022**

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| Call to Order | Mayor Hood called the meeting to order at 7:03 p.m. |
| Other Officials in Attendance | Patrick Muetz, Village Administrator; Jack Linehan, Assistant Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development Director; Heather Galan, Public Works Director/Village Engineer; Brian Gosnell, Finance Director; Erica Wells, Assistant Finance Director; Christine Palmieri, Director of Human Resources; John Kavanagh, Fire Chief; Brian Smith, Police Chief; Jeremy Gaughan, Police Commander; Ellen Dean, Economic Development Director Chris Velkover, Information Systems Director; Ryan Nelson, Assistant Information Systems Director; Molly Jones, Communications Supervisor; Phil Brunell, Communications Supervisor; Dave Douglass, Deputy Fire Chief; Jodi Luka, Management Analyst |
| Roll Call | PRESENT: 5- O'Brien, Thorstenson, Woodside, Ross, Garner ABSENT: 1- Balmes |
| Pledge of Allegiance | Mayor Hood led the Pledge of Allegiance. |
| <u>A. APPROVAL OF CONSENT AGENDA</u> | <p>It was moved by Trustee O'Brien, seconded by Trustee Garner to approve the Consent Agenda as presented.</p> <p><u>Roll call,</u> AYE: 5- O'Brien, Thorstenson, Woodside, Ross, Garner NAY: 0- None ABSENT: 1- Balmes Motion Carried.</p> |
| <u>B. CONSENT AGENDA / OMNIBUS VOTE</u> | <p>The Village Administrator read the consent agenda for an omnibus vote as follows:</p> <ol style="list-style-type: none">1. Approval of minutes from the February 21, 2022 meeting.2. Approval of Ord. 2022 – 07 approving and publishing the official Zoning Map of the Village of Gurnee.3. Approval of setting bid date of March 28, 2022 for 2022 Street Maintenance Program.4. Approval of Payroll for period ending February 25, 2022 in the amount of \$900,220.15.5. Approval of Bills for the period ending March 7, 2022 in the amount of \$979,745.37. <p>It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve the Consent Agenda for an omnibus vote as read.</p> <p><u>Roll call,</u> AYE: 5- O'Brien, Thorstenson, Woodside, Ross, Garner NAY: 0- None ABSENT: 1- Balmes Motion Carried.</p> |
| <u>C. PETITIONS AND COMMUNICATIONS</u> | None. |
| <u>D. REPORTS</u> | None. |
| <u>E. OLD BUSINESS</u> | None. |

F. NEW BUSINESS

- 1. Approval of Ord. 2022 – 08 amending the Gurnee Municipal Code, Chapter 6, Section 6 and 55 pertaining to regulations for Class 4 and Class 14 Liquor Licenses.

Administrator Muetz said as a follow-up to the February 21st presentation by Marcus Theatres, Attorney Winter has drafted the requested changes to the Class 14 liquor license provisions. This includes liquor delivery to Auditorium #8, ability to locate a portable bar in Auditorium #8 and removing the limitation on alcoholic beverage sizes. In addition, Mayor Hood was approached by representatives from Jewel requesting the hours when Class 4 license holders cannot sell alcohol be changed from 12:00 midnight thru 8:00am to 12:00 midnight thru 6:00am. Jewel has stated they regularly run into issues with customers wanting to purchase alcohol in the morning on weekends when the store opens. By allowing them to start selling when the store opens (i.e.: two hours earlier), this issue will be alleviated. It also aligns the hours that alcohol cannot be sold with the general hours listed in Section 6-6(a) immediately preceding it. The Village has nine Class 4 license holders including Aldi, Dino's Cardinal Liquor, Target, Walmart, Cardinal Liquor, Sam's, Jewel, Mariano's and Binny's. All of the requested modifications have been discussed with the Police Department and it has no concerns with the requested amendment.

It was moved by Trustee Thorstenson, seconded by Trustee O'Brien to approve of Ord. 2022 – 08 amending the Gurnee Municipal Code, Chapter 6, Section 6 and 55 pertaining to regulations for Class 4 and Class 14 Liquor Licenses.

Roll call,

AYE: 5- O'Brien, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 1- Balmes

Motion Carried.

- 2. Approval of Ord. 2022 – 09 adding one Class 1 Tobacco and Alternative Nicotine Products License by amending Section 7-8 of Chapter 7 of the Gurnee Municipal Code entitled "Tobacco and Alternative Nicotine Retailers."

Administrator Muetz said the manager of Gateway Newstand at Gurnee Mills is requesting to sell tobacco products at the business. He currently sells tobacco and vape products at his other store within the Mills, Vape Cloud. Vape Cloud was in existence when the Village passed the tobacco licensing regulations. Gateway Newstand was in existence, but not selling tobacco at the time of passage. As such, he has applied for a license to allow sales at the Newstand location. The Police Department has reviewed and found nothing to preclude issuance from a public safety standpoint.

Trustee O'Brien asked if this petitioner failed the tobacco compliance check. Chief Smith said he was not sure and would have to follow-up with Trustee O'Brien. Trustee O'Brien stated if the owner's other location did fail, the owner needs to be reminded about the law.

Trustee Ross requested clarification as she was under the impression passing the license requirement clearly communicated the Village currently has enough of these types of establishments. Mayor Hood said this one came up during the licensing process. Requests will continue to be reviewed individually.

It was moved by Trustee O'Brien, seconded by Trustee Thorstenson to approve of Ord. 2022 – 09 adding one Class 1 Tobacco and Alternative Nicotine Products License by amending Section 7-8 of Chapter 7 of the Gurnee Municipal Code entitled "Tobacco and Alternative Nicotine Retailers."

Roll call,

AYE: 5- O'Brien, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 1- Balmes

Motion Carried.

3. Approval of Ord. 2022 – 10 imposing a temporary six-month moratorium on the establishment of Outdoor Storage Yards.

Administrator Muetz said recently Village staff has received several inquiries and one application for utilization of vacant industrial lands to be utilized as semi-truck/trailer storage and staging lots. Upon evaluation of the zoning code, the possibility exists that such a facility could be classified as a Storage Yard (Outdoor). While the definition of Storage Yard (Outdoor) does not specifically mention vehicles or trailers, staff would like the opportunity to clarify the definition and/or exclude this particular use as a Permitted by Right use in the I-2 and I-3 Zoning Districts. As these facilities typically are large parking lots and do not have structures or on-site employment, they do not add significantly to the community's Equalized Assessed Value or create employment opportunities as would most industrial developments. The proposed moratorium will allow staff to study the proposed use and create/modify the appropriate definitions and/or zoning classifications to account for this use. The one application that has been received to date will be evaluated and processed since it was submitted prior to the enactment of the moratorium.

Trustee Garner asked for clarification on where we stand if one application is approved. Attorney Winter explained the application was submitted before the moratorium and therefore it will be allowed to continue through the process and would be considered a permitted use.

It was moved by Trustee Ross, seconded by Trustee Woodside to approve of Ord. 2022 – 10 imposing a temporary six-month moratorium on the establishment of Outdoor Storage Yards.

Roll call,

AYE: 5- O'Brien, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 1- Balmes

Motion Carried.

4. Approval of request from Information Systems to waive the formal bidding requirement and award a one-year contract for Arctic Wolf Managed Security Services to CDW-G at a cost of \$103,406.00.

Assistant Information Systems Director Nelson summarized the need for managed security services. He stated approximately a year ago staff brought a multi-year agreement before the Board for Firewall security subscriptions, Multifactor authentication and individual computer anti-virus (otherwise known as endpoint detection and response). The Arctic Wolf proposal is the next logical step in the Village's security services portfolio.

Assistant Director Nelson reviewed the issues currently faced by the Village, including regular log review, security compliance checks and audits and cybersecurity insurance requirements. He stated given the size of the Village's information technology environment it is a challenge to have effective collection and analysis tools, training and staff time to dedicate to this process. As cybersecurity attacks continue to transform and mature, there has been a trend toward low impact infiltration where access is gained and the attacker purposely tries to stay under the logging noise level with the purpose to gain knowledge of the environment before attempting data exfiltration or deploying ransomware. Intrusion detection systems look at network traffic and compare to a known rule set to identify potentially malicious activity.

The proposed solution to help increase the Village's cybersecurity is Arctic Wolf Managed Detection and Response and Managed Risk products. The Managed Detection and Response product addresses log collection and intrusion detection services by collecting personal computer (PC) and server, network hardware and firewall logs into one place. It also monitors PC processes and network traffic. The resulting data is encrypted and sent offsite to the cloud where it will be available for Information Systems staff to search, but also analyzed through an automated process. Arctic

Wolf boasts 65,000 custom rules and aggregates 7 commercial security threat feeds into this automated process. Impactful events from the analysis are reviewed by a 24/7 security operations center, where the human analyst can either investigate further or immediately escalate to customer notification and mitigation plans. Unlike other products staff reviewed, cost does not scale based on how much data is collected and analyzed.

The Manage Risk product leverages the same tools that collect the log and network traffic to scan and gather information about the environment. This information is matched against security vulnerability lists and best practices suggestions to create risk profiles and prioritized action plans. Assistant Director Nelson stated having this guidance for the Village's environment would help better focus on areas that need improvement without having to dedicate time to develop this internally and then also perform the mitigations. External vulnerability scanning on a monthly basis is also included. The ongoing nature of scanning and reporting generation speaks to how rapidly security information changes. As new implementations are brought online, they are scanned and included in the reporting.

Assistant Director Nelson stated he was available to answer any questions the Board may have.

It was moved by Trustee Thorstenson, seconded by Trustee Ross to approve of request from Information Systems to waive the formal bidding requirement and award a one-year contract for Arctic Wolf Managed Security Services to CDW-G at a cost of \$103,406.00.

Roll call,

AYE: 5- O'Brien, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 1- Balmes

Motion Carried.

5. Approval of request from Engineering Division to waive the formal bidding requirement and award purchase of water main and water main appurtenances for the Lawrence Avenue and Route 21 projects from the low bidder, Core & Main Suppliers, at a cost of \$136,425.35.

Administrator Muetz said the Village has three major water main installation/improvement projects included in the FY 22/23 Capital Plan. This includes Lawrence Avenue replacement, Route 21 Fire Station #3 loop and Juniper Avenue installation. Current economic and supply chain issues could lead to material shortages and thereby delay these projects. As a result, staff worked to secure pricing to purchase approximately 50% of the material needed ahead of time. This approach would help avoid material delays and allow the Lawrence and Route 21 projects to move forward as planned. Since the Juniper project is planned for later in the fiscal year, staff feels there is enough lead-time for a contractor to secure the material needed if the project is bid in early-summer. Staff has reached out to contractors and they have indicated they would be interested in submitting bids for an "installation only" type projects. As such, staff secured quotes from three suppliers. Core & Main was the low bidder at \$136,425.35. Staff recommends moving forward with Core & Main.

Trustee O'Brien stated this is a great approach and he supports this request.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of request from Engineering Division to waive the formal bidding requirement and award purchase of water main and water main appurtenances for the Lawrence Avenue and Route 21 projects from the low bidder, Core & Main Suppliers, at a cost of \$136,425.35.

Roll call,

AYE: 5- O'Brien, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 1- Balmes

Motion Carried.

G. PUBLIC COMMENT

None.

Closing Comments

None.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 7:25 p.m.

**Andrew Harris,
Village Clerk**