

MINUTES OF THE REGULAR MEETING OF THE GURNEE VILLAGE BOARD GURNEE VILLAGE HALL AUGUST 18, 2025	
Call to Order	Mayor Hood called the meeting to order at 7:00 p.m.
Other Officials in Attendance	Patrick Muetz, Village Administrator; Austin Pollack, Assistant to the Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development Director; Heather Galan, Public Works Director; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Erica Wells, Assistant Finance / HR Director; Ellen Dean, Economic Development Director; Ryan Nelson, Information Systems Director; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Deputy Police Chief.
Roll Call	PRESENT: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O’Brien ABSENT: 0-
Pledge of Allegiance	Mayor Hood led the Pledge of Allegiance.
A. PUBLIC COMMENT	None.
B. APPROVAL OF CONSENT AGENDA	It was moved by Trustee Balmes, seconded by Trustee O’Brien to approve the Consent Agenda as presented. Roll call, AYE: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O’Brien NAY: 0- None ABSENT: 0- None 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 July 21, 2025 meeting. 2. Approval of Ord 2025 - 55 accepting the Final Plat of Subdivision of 6050 Gurnee Mills Circle Subdivision. 3. Approval of Engineering Division request to set a bid date of September 29, 2025 for the following projects: a) FY 25/26 Miscellaneous Drainage Projects b) Almond Road Pedestrian Crossing Rectangular Rapid Flashing Beacons Project 4. Approval of Police Department request to purchase two FLOCK Falcon cameras and two FLOCK Falcon Solar Long-Range Cameras from FLOCK Group, Inc. at an annual reoccurring cost of \$19,400.00. 5. Approval of request from Police and Fire Departments to purchase six months of Emergency Medical/Fire Dispatch software maintenance from Priority Dispatch Corporation at a cost of \$27,180.00. 6. Approval of Payroll for period ending July 25, 2025 in the amount of \$1,125,845.45. 7. Approval of Payroll for period ending August 8, 2025 in the amount of \$1,126,931.51. 8. Approval of Bills for the period ending August 18, 2025 in the amount of \$6,382,735.21. It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve the Consent Agenda for an omnibus vote as read.

Roll call,
AYE: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O’Brien
NAY: 0- None
ABSENT: 0- None
Motion Carried.

D. PETITIONS AND COMMUNICATIONS

1. Approval of Proclamation honoring Martha Welton-Schmidt for being selected the 2025 Gurnee Days Honoree.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of a Proclamation honoring Martha Welton-Schmidt for being selected the 2025 Gurnee Days Honoree.

Voice Vote: ALL AYE: Motion Carried.

2. Recognition of Eagle Scout Gold Medalists Marcel Hill and Keith Jackson and their participation in the 2025 Gold Medal Summit.

Mayor Hood recognized the achievements of Marcel and Keith. He invited them to share a little about the Gold Medal Summit.

Trustee Garner recognized Marcel and Keith’s parents for the support and dedication they have provided their sons. Trustee Garner stated what Marcel and Keith have achieved would not have been possible without the support of their parents.

E. REPORTS

1. Presentation by Assistant Finance/Human Resources Director Erica Wells and IPBC Executive Director David Cook – Intergovernmental Personnel Benefit Cooperative Review.

Assistant Finance/Human Resources Director Wells stated that the Village is self-insured. Annually funds are budgeted to cover claims directly instead of paying fixed monthly premiums for insurance coverage and consultants negotiate costs directly with the carriers on behalf of the Village. She stated under this model the Village assumes the financial risk of potential losses rather than spreading the risk in an insurance pool.

Assistant Director Wells stated that the self-Insured model has been successful for years, but recently the Village has experienced an increase in costs of nearly \$1.1 million more than expected since FY 22/23. She continued explaining that it was necessary to review alternative coverage options. In January 2025 staff started this review. Wells summarized the review process and recommendation to transition to the IPBC as follows:

- Goals during the review:
- Maintain plan design and flexibility - this was important to the Village and the employees
 - Achieve Cost Stability - Reducing monthly premium spikes
 - Maintain Carriers
 - Collective purchasing power - benefit from the collective purchasing power of numerous entities and spread risk over a larger group to reduce the impact of high-cost claims on the budget in any given year
 - Offer wellness programs designed to promote employee health and their families an reduce long-term costs

- After reviewing two insurance pools in Illinois staff found:
- One insurance pool had a smaller membership base and did not allow for flexibility in plan design, with all pool members offering identical benefits to their employees
 - IPBC has over 170 member entities in Illinois. Members include municipalities, counties, special districts and intergovernmental agencies
 - IPBC was established in 1979 and has over 170 member entities in Illinois. Members include

municipalities, counties, special districts and intergovernmental agencies

- The purpose of the IPBC is to provide economies of scale and risk pooling that allow members more financial stability than offered by the commercial insurance market
- IPBC has a 1-year membership term
- New members are admitted by majority vote of the executive board (Gurnee admission vote scheduled for 9/25/25)
- Each member entity appoints a delegate to the board of directors
- IPBC is operated by an executive board, and has sub advisory committees

The advantages of IPBC:

- Financial Stability and predictability - monthly fixed premium amounts - the over and under is spread amongst the pool
- Dividends - are earned reflecting good experience
- Staff Service Team - IPBC has a team of staff to assist the Village from setting up new employees to open enrollment. It sets up training webinars on new offerings and changes
- Purchasing Power – IPBC bands together with over 170 communities in Illinois for competitive pricing on insurance products
- Flexibility in Plan Design - Bring Gurnee's plan and add products if desired
- Full disclosure and Transparency - Status reviews, financial meetings and board meetings
- Access to data - IPBC offers a portal for all insurance related items. This will streamline the time it currently takes for staff to get employee information
- IPBC has an employee self-service portal to manage insurance information

The risks of IPBC model:

- Claims under \$50,000 are paid in full by the member entity
- Claims between \$50k and \$2 million are allocated among all members based on their number of employees
- Claims over \$2 million are covered by stop loss insurance

IPBC is predictable:

- The Village will pay a monthly fixed amount and any over and under will be spread amongst the pool
- Rate changes are capped at + or – 5% for PPO and HMO Plans

IPBC is Transparent

- Information is provided about each member's claims, allocated expenses and reserves. All financial information is disclosed to the Membership

IPBC has been effective:

- IPBC model has produced stable rates and positive returns for members across Illinois
- IPBC performance consistently below medical trend for BlueCross BlueShield's book of business

Assistant Director Wells stated initial estimates from IPBC predict a 4.2% increase in premiums for 2026 with current plan design:

- These savings are achieved due to the significant savings with all other insurance carriers including dental, vision, life and EAP
- The wellness program with IPBC provides reimbursement to eligible participants for health screening and flu shots

She continued to state with no changes in the current self-insured model, the Village’s health insurance costs could increase 20%. With costs increasing at this rate, it would be necessary to pass increases on to employees.

Wells stated the benefit administrators and carriers would remain the same as those Village is already using:

- Blue Cross Blue Shield for Health
- ComPsych for employee assistance program
- Delta Dental for Dental insurance, and
- VSP for Vision insurance.

Assistant Finance/Human Resources Director Wells stated that staff is recommending the Village transition from its current self-insurance model to membership in the Intergovernmental Personnel Benefit Cooperative (IPBC) health insurance pool.

Questions:

Trustee O’Brien asked how Gurnee’s size compares to other members. Executive Director Miller stated the majority of members have between 150 to 200 employees, which is similar to Gurnee.

Trustee O’Brien asked if the employees see any changes in the plan designs. Executive Director Miller stated no, with the exception of prescription drugs which will be through a different vendor that should result in a savings to employees.

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord 2025 – 56 authorizing the acceptance of the contract and By-Laws document of the Intergovernmental Personnel Benefit Cooperative (IPBC) and authorizing membership in the IPBC by the Village of Gurnee, IL.

Administrator Muetz said this ordinance accepts the IPBC contract and by-laws, thereby providing the Village of Gurnee’s approval to join the Pool. He stated IPBC Board approval is still needed. That meeting is set for September 25th. Executive Director Miller has stated there should be no issues with the Pool approving Gurnee’s membership request.

It was moved by Trustee Garner, seconded by Trustee O’Brien to approve of Ord 2025 - 56 authorizing the acceptance of the contract and By-Laws document of the Intergovernmental Personnel Benefit Cooperative (IPBC) and authorizing membership in the IPBC by the Village of Gurnee, IL.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord 2025 – 57 annexing properties located at 35172, 35200 and 35244 N. Hunt Club Road.

Administrator Muetz said the Gurnee Park District is requesting to annex and rezone three parcels north of Hunt Club Park totaling 6.8 acres from an unincorporated Lake County zoning designation of AG, Agricultural, and E, Estate, to the Village of Gurnee’s zoning designation of P, Public Land District. The properties have housed the Park District’s Hunt Club Maintenance Facility for the past 30 years. He stated annexing the properties into the Village and updating their zoning designations will create cohesiveness in their land uses and prove to be beneficial as it eliminates holes in Gurnee’s corporate boundaries. On July 16, 2025, the Village of Gurnee Planning and Zoning Board unanimously recommended approval of the requested zoning change. He stated this ordinance annexes the properties to Gurnee.

It was moved by Trustee O’Brien, seconded by Trustee Ross to approve of Ord 2025 - 57 annexing property located at 35172, 35200 and 35244 N. Hunt Club Road.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord 2025 – 58 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for 35172, 35200 and 35244 N. Hunt Club Road.

Administrator Muetz stated this ordinance is the rezoning of the properties from an unincorporated Lake County zoning designation of AG, Agricultural, and E, Estate, to the Village of Gurnee's zoning designation of P, Public Land District.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord 2025 – 58 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for 35172, 35200 and 35244 N. Hunt Club Road.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of Ord 2025 - 59 authorizing the execution of a Professional Services Agreement with GFT for Design Engineering Services for the Grandville Sidewalk Improvement Project.

Administrator Muetz said there is a gap in the sidewalk along Grandville Avenue between Waveland and Boulevard View. This gap was identified in the Blue-Ribbon Commission Report as a recommended project. The proposed scope includes construction of an ADA-compliant sidewalk along Grandville Avenue right-of-way between Waveland Avenue and Boulevard View. Muetz stated GFT participated in the selection process for the Fuller Road Reconstruction Project and, while it was not selected, it demonstrated strong qualifications and relevant experience. Based on their capabilities, staff is recommending to partner with GFT to complete the design for this project. The cost for design is \$73,000 with plans to install the sidewalk next fiscal year.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord 2025 - 59 authorizing the execution of a Professional Services Agreement with GFT for Design Engineering Services for the Grandville Sidewalk Improvement Project.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

5. Approval of Ord 2025 - 60 authorizing the execution of a Professional Services Agreement with Clark Dietz, Inc. for Engineering Services for FY26 and FY27 Water Main Improvements.

Administrator Muetz said the Engineering Division is seeking approval of a professional services agreement with Clark Dietz to prepare design plans and obtain necessary permits for the replacement of approximately 11,475 linear feet (2.25 miles) of aging water main across various areas of the Village. He stated the mains are original cast iron installations from the 1960s and many have a significant history of breaks. By completing the design and permitting now, the projects will be ready to move forward as funding is available. Muetz stated Clark Dietz has successfully partnered with the Village on numerous infrastructure projects since 2017. Based on their proven performance, staff worked with Clark Dietz to develop a comprehensive scope of services that will span Fiscal Years 2026 and 2027 at a cost of \$255,700.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of Ord 2025 - 60 authorizing the execution of a Professional Services Agreement with Clark Dietz, Inc. for Engineering Services for FY26 and FY27 Water Main Improvements.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

6. Approval of Ord 2025 – 61 authorizing the execution of a Professional Services Agreement with Baxter & Woodman for Phase II Design Engineering Services & to acquire Federal Surface Transportation Program Funds for the Cemetery Road and Tri-State Parkway Road Resurfacing Improvement Project.

Administrator Muetz said Cemetery Road between Washington Street and Tri-State Parkway was reconstructed in 2010 using Federal Funds. Within the next five years the roadway will be ready for resurfacing. In preparation for this the Village is exploring if Federal Funds can once again be obtained to assist with the expense. He stated Baxter & Woodman recently completed Phase I preliminary engineering for the project in accordance with Illinois Department of Transportation (IDOT) procedures for Federal Aid Projects. Muetz stated Phase II will include the preparation of design plans for the 1.44-mile project. By completing both Phase I and Phase II engineering, the Village will be well positioned for consideration in future funding rounds. If awarded, the project would be funded at an 80/20 federal-to-local match, up to \$1,000,000, covering the majority of resurfacing costs. The Village targeting the 2030 funding cycle. B&W provided the Village a not to exceed quote of \$44,000 for Phase II work.

It was moved by Trustee O'Brien, seconded by Trustee Balmes to approve of Ord 2025 - 61 authorizing the execution of a Professional Services Agreement with Baxter & Woodman for Phase II Design Engineering Services & to acquire Federal Surface Transportation Program Funds for the Cemetery Road and Tri-State Parkway Road Resurfacing Improvement Project.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

7. Approval of Ord 2025 - 62 adding one Class 13 Liquor License by amending Section 6-56 of Article II of Chapter 6 of the Gurnee Municipal Code entitled "Alcoholic Beverages" (Cardinal Wine & Spirits – 980 N. Route 21).

Administrator Muetz said Cardinal Wine & Spirits on Route 21 is requesting a Class 13 liquor license (allows Class 2 and Class 4 licensees to conduct beer and wine tasting events subject to certain provisions contained in the Gurnee Municipal Code). The Police Department has conducted all the necessary background checks and finds nothing to preclude issuing the license.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord 2025 - 62 adding one Class 13 Liquor License by amending Section 6-56 of Article II of Chapter 6 of the Gurnee Municipal Code entitled "Alcoholic Beverages" (Cardinal Wine & Spirits – 980 N. Route 21).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

8. Approval of Fire Department request to purchase six LIFEPAK 35 cardiac monitors and six years of maintenance from Stryker at a cost of \$347,841.84 (Savvik Buying Group Medical Equipment Contract #2024-06).

Administrator Muetz said the Gurnee Fire Department operates six ambulances. Each is equipped with a LIFEPAK 15 cardiac monitor. The LIFEPAK 15 monitors have served the Department well but are nearing end of life, with the manufacturer recommending replacement after

seven years. He stated at this stage, devices are no longer covered under service agreements and require expensive, a la carte repairs; a motherboard replacement, for example, would cost approximately \$15,000. The Department is proposing to upgrade to LIFEPAK 35 cardiac monitors. The LIFEPAK 35 monitors are more advanced than the LIFEPAK 15s, allowing Gurnee Fire personnel to provide a higher level of patient care and collect more valuable information which is transmitted to the hospital prior to arrival. With the transition, Gurnee will be the only Department in the County using LIFEPAK 35 cardiac monitors. Muetz stated in conjunction with purchase, the Department is recommending to relocate the two newest LIFEPAK 15 units to the two frontline engines as they frequently arrive before ambulances. Having advanced monitors onboard the frontline engines allows crews to begin immediate cardiac monitoring and intervention. The Department used the Savvik Buying Group to secure a quote for the LIFEPAK 35 monitors. Savvik is a nonprofit national cooperative purchasing organization serving fire departments, EMS agencies and other public safety providers. Savvik secures competitively bid contracts that deliver significant cost savings on essential equipment and services. This process meets the Village of Gurnee's Bids and Requests for Proposals requirements and allows the Department to purchase directly without conducting its own lengthy bid process. Replacement of the cardiac monitors was included in the FY 25/26 Approved Budget.

Trustee O'Brien stated he read that Gurnee will be the most advanced EMS in Lake County if this is approved.

Trustee Thorstenson stated it is important to be forward-looking and utilizing progressive technology when it is available.

It was moved by Trustee Garner, seconded by Trustee O'Brien to of Fire Department request to purchase six LIFEPAK 35 cardiac monitors and six years of maintenance from Stryker at a cost of \$347,841.84 (Savvik Buying Group Medical Equipment Contract #2024-06).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

9. Approval of request from Police Department to waive bidding requirements and award upfitting of five Patrol Squads, one K-9 Squad and one Community Service Officer pick-up to Chicago Parts and Sound - Police Department Systems (PDS) at a cost of \$169,617.16 (Police Department Units #141, #154, #156, #157, #162, #174, and #176).

Administrator Muetz said last year the Village transitioned to Chicago Parts and Sound, LLC - Police Department Systems (PDS) in Tinley Park for Police Squad upfitting. To date five squads have been upfitted by PDS. He stated four are on the road, the fifth is getting the computer set-up by Village staff and then should be in service. The Police Department has been pleased with the quality of work and turnaround time. Muetz stated the Patrol Squads are a combination of marked and unmarked Ford Explorers and Tahoes. The upfitting of the K-9 Squad and CSO pick-up are a little different. The K-9 Squad is a Tahoe while the CSO pick-up is a Silverado.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of request from Police Department to waive bidding requirements and award upfitting of five Patrol Squads, one K-9 Squad and one Community Service Officer pick-up to Chicago Parts and Sound - Police Department Systems (PDS) at a cost of \$169,617.16 (Police Department Units #141, #154, #156, #157, #162, #174, and #176).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

10. Approval of Engineering Division request to award the Depot Road Retaining Wall Replacement Project to the low proposer TGF Enterprises, at a cost of \$48,578.73.

Administrator Muetz stated in April the Village Board awarded the replacement of the retaining wall on the north side of Old Grand Avenue east of Depot Road to the low bidder Landscaping by Gary Weiss. The retaining wall is bowing and at risk of collapsing onto the adjacent sidewalk and street. The wall is over 30 years old and approximately 125 feet in length. Muetz stated after follow-up and discussion with the original contractor it was discovered it did not understand the full scope of the project and only bid replacement of half of the retaining wall. Staff subsequently requested updated proposals. TGF Enterprises provided the low proposal. Muetz stated the Village has worked with TGF in the past and been satisfied with the workmanship and final product. It was moved by Trustee Ross, seconded by Trustee O'Brien to approve of Engineering Division request to award the Depot Road Retaining Wall Replacement Project to the low proposer TGF Enterprises, at a cost of \$48,578.73.

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

11. Approval of 2025 Trick or Treating hours – Sunday, October 26th from 2:00 – 5:00 P.M.

Mayor Hood said annually the Village sets Trick or Treat hours based on a recommendation from the Police Department. The recommendation is for this to take place on Sunday, October 26th from 2:00 – 5:00 pm.

Trustee Balmes said she sees no reason trick-or-treating cannot be held on Halloween with some hours being when it is dark out.

It was moved by Trustee Woodside, seconded by Trustee Garner to approve of 2025 Trick or Treating hours – Sunday, October 26th from 2:00 – 5:00 P.M.

Roll call,
AYE: 5- Thorstenson, Woodside, Ross, Garner, O'Brien
NAY: 1- Balmes
ABSENT: 0- None
Motion Carried.

H. PUBLIC COMMENT

Representative from a Fiber Optic Cable Company A representative from a Fiber Optic Cable Company stated he is looking forward to providing service options to residents in Gurnee.

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;

5 ILCS 120/2 (c) (11) which states: Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; and

5 ILCS 120/2 (c) (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

It was moved by Trustee O'Brien, seconded by Trustee Thorstenson to adjourn the meeting into Executive Session.

	<u>Roll call,</u> AYE: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O’Brien NAY: 0- None ABSENT: 0- None Motion Carried. Mayor Hood adjourned the meeting into Executive Session at 7:45p.m.
Recall to Order	Mayor Hood recalled the meeting to order at 8:02 p.m. PRESENT: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O’Brien ABSENT: 0- 1. Approval of Ord. 2025 – 63 approving the Collective Bargaining Agreement between the International Union of Operating Engineers, Local 150 – Administrative Unit and the Village of Gurnee for the term beginning May 1, 2025 through April 30, 2029. It was moved by Trustee Balmes, seconded by Trustee O’Brien to approve Ord. 2025 – 63 approving the Collective Bargaining Agreement between the International Union of Operating Engineers, Local 150 – Administrative Unit and the Village of Gurnee for the term beginning May 1, 2025 through April 30, 2029. <u>Roll call,</u> AYE: 6- Balmes, Thorstenson, Woodside, Ross, Garner, O’Brien NAY: 0- None ABSENT: 0- None Motion Carried.
Closing Comments	None.
Adjournment	It was moved by Trustee Balmes, seconded by Trustee O’Brien to adjourn the meeting. <u>Voice Vote:</u> ALL AYE: Motion Carried. Mayor Hood adjourned the meeting at 8:03 p.m.
Selene Beltran, Deputy Village Clerk	