

MINUTES OF THE REGULAR MEETING OF THE GURNEE VILLAGE BOARD GURNEE VILLAGE HALL AUGUST 10, 2026	
Call to Order	Mayor Hood called the meeting to order at 7:00 p.m.
Other Officials in Attendance	Patrick Muetz, Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development Director; Heather Galan, Public Works Director; Ellen Dean, Economic Development Director; Nick Leach, Village Engineer; Ryan Nelson, Information Systems Director; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Police Chief.
Roll Call	PRESENT: 6- Woodside, Ware, Garner, Ross, O’Brien, Thorstenson ABSENT: 0-
Pledge of Allegiance	Mayor Hood led the Pledge of Allegiance.
<u>A. PUBLIC COMMENTS</u>	None.
<u>B. APPROVAL OF CONSENT AGENDA</u>	It was moved by Trustee O’Brien, seconded by Trustee Ross to approve the Consent Agenda as presented. <u>Roll call,</u> AYE: 6- Woodside, Ware, Garner, Ross, O’Brien, Thorstenson NAY: 0- None ABSENT: 0- None Motion Carried.
<u>C. CONSENT AGENDA / OMNIBUS VOTE</u>	The Village Administrator read the consent agenda for an omnibus vote as follows. 1. Approval of minutes from the July 20, 2026 and July 27, 2026 meetings. 2. Approval of Police Department request for Police Chief Jeremy Gaughan and Deputy Police Chief Jason Kalinowski to attend the 2026 International Association of Chiefs of Police Conference and Exposition from October 23 – 27, 2026 in Orlando, FL at a cost not to exceed \$5,000.00. 3. Approval of Payroll for the period ending July 24, 2026 in the amount of \$1,097,342.90. 4. Approval of Bills for the period ending August 10, 2026 in the amount of \$5,166,782.04. It was moved by Trustee Garner, seconded by Trustee Ware to approve the Consent Agenda for an omnibus vote as read. <u>Roll call,</u> AYE: 6- Woodside, Ware, Garner, Ross, O’Brien, Thorstenson NAY: 0- None ABSENT: 0- None Motion Carried.
<u>D. PETITIONS AND COMMUNICATIONS</u>	None.
<u>E. REPORTS</u>	None.
<u>F. OLD BUSINESS</u>	None.
<u>G. NEW BUSINESS</u>	1. Approval of Ord. 2026 - 62 approving an agreement for Construction Manager Services between Camosy Construction, Inc. and the Village of Gurnee for the Gurnee Village Hall Update Project - Phases 3 & 4. Administrator Muetz said that the Village is working on a Village Hall update project, currently Phases 3 & 4, which includes the public areas

of the building (Council Chambers, main foyer and public hallway, Community Room, public bathrooms, Administration and Community Development service counters, as well as two offices in the Community Development Department). In May the Village approved an agreement with FGM Architects for the plans and design, and to help bid the project, however, this agreement does not cover Construction Management (CM) Services. He stated the Village has used the Construction Manager approach for projects such as Fire Station #3 construction and the Fire Station #2 update project. Both projects proceeded very smoothly, and staff is very pleased with the results. Staff is recommending the Village again use Camosy Construction, Inc. for these services. Camosy has done an excellent job for the Village on past projects and has been involved in discussions related to the Gurnee Village Hall Update Project - Phases 3 & 4. Camosy will be the point of contact once construction starts between the Village and the tradesman on site. It will also help with making recommendations on building materials, assisting with purchasing, sequencing, making sure everything is scheduled in the right order, etc. Administrator Muetz stated the construction manager's fee is set on a percentage basis at 5% of the project's budget which is a maximum of \$1.5 million. The specific dollar amount is updated throughout the process and is reconciled on actual building costs.

It was moved by Trustee Woodside, seconded by Trustee O'Brien to approve of Ord. 2026 – 62 approving an agreement for Construction Manager Services between Camosy Construction, Inc. and the Village of Gurnee for the Gurnee Village Hall Update Project - Phases 3 & 4.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of recommendation from the Public Works Department to award the Fuel Island Project (Relocation and Replacement) to the low bidder, Crowne Industries, Ltd., at a cost of \$804,808.00.

Administrator Muetz said Public Works is home to a fuel island that provides diesel and unleaded fuel to all Village vehicles (Public Works, Police, Fire, and Community Development) as well as surrounding agencies such as SWALCO, school district buses, and the Gurnee Park District. The current fuel island is over 30 years old, and the tanks have reached the end of their useful life. He reminded the Board that the project will involve both removal and installation work. Removal work will include concrete and asphalt pavement, the current tanks, dispensers, soil remediation and demolition of the existing canopy structure from the south side of the Public Works Facility. The installation work will also include one new 12,000-gallon double-wall unleaded tank, one new 8,000-gallon double-wall diesel tank, new product piping and dispensers, new raised concrete fuel island, new fuel management system, new fuel island canopy, and other features on the north side of the Public Works Facility, where there will be fewer issues when the Des Plaines River floods. Administrator Muetz stated on July 30th the Public Works Department opened bids for the work. Two bids were received, with Crowne Industries Ltd. being the lowest bidder at \$804,808. The other bid was from Stenstrom Petroleum Group at \$992,877. The Village's consultant that specializes in fuel island construction, MJR Environmental, reviewed the low bid and found it to meet all the requirements. MJR has extensive experience with Crowne and has found its work product to be high quality. Staff is recommending to move forward with the low bidder, Crowne Industries, for the fuel island relocation/replacement project.

Trustee Thorstenson asked if there is any energy oversight in this project.

Public Works Director Galan said when it comes to underground storage tank abandonment, there are opportunities for grants, so the consultant will be soliciting for those when the old tanks are removed.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of recommendation from the Public Works Department to award the Fuel Island Project (Relocation and Replacement) to the low bidder, Crowne Industries, Ltd., at a cost of \$804,808.00.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord. 2026 – 63 designating Compensatory Stormwater Storage Credits for the Village's Public Works Fuel Island Project located at 1151 Kilbourne Road, Gurnee, Illinois.

Administrator Muetz said that as part of the Public Works Fuel Island project, some of the work will be in the floodplain between the 10-year and 100-year flood elevation levels. If any material is going to be added to the floodplain, the Village needs to show that material was removed from somewhere else. The Village has been removing residences along Kilbourne Road, Emerald Avenue and McClure Avenue for several years. He stated there is also a project that is out for bid right now as far as one more house on McClure Ave and the structures behind Gowe Beach. When these structures are removed, material is removed from the floodplain, and the Village gets comp storage credits. The Village needs comp storage credit to give back for the Fuel Island Project, since there are elevation changes. Over the years, Engineering has maintained a list of all floodplain properties removed from the floodplain. Administrator Muetz stated this ordinance documents the usage of these credits and identifies them as not being available for future usage.

It was moved by Trustee O'Brien, seconded by Trustee Thorstenson to approve of Ord. 2026 - 63 designating Compensatory Stormwater Storage Credits for the Village's Public Works Fuel Island Project located at 1151 Kilbourne Road, Gurnee, Illinois.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of request from Administration Department to waive the formal bidding requirements and award the authoring and publishing of Gurnee's 100-Year Book to Walsworth-Donning at a cost not to exceed \$48,226.11.

Administrator Muetz said the Village was incorporated on March 7, 1928. With its 100-Year Anniversary quickly approaching, staff has been working with Mayor Hood and Trustee Ross on initiatives to celebrate this historic milestone. One of the initiatives, which has been spearheaded by Trustee Ross, is publishing a book to memorialize the Village's history over the past 100 years. He stated the Village had a 50-yearbook, which covered the period from 1928 to 1978, but there is not a centralized record of the following 50 years. Warren Township High School published a book in 2017 celebrating its 100-year anniversary. Staff likes how the book turned out, so it reached out to Warren, who gave positive reviews of the publishing company, Walsworth-Donning. Staff then reached out to Walsworth-Donning to discuss the current effort. The discussion with Walsworth lead to a proposal to assist the Village. Walsworth will handle the printing and publishing, while a partner author will be responsible for conducting research and taking all of the information provided by the Village, including the 50-year book, to author a 100-year book. Administrator Muetz stated the proposal from Walsworth includes a book between 160-176 pages with hard cover and full-colored pictures on glossy paper. The estimated timeline to complete the book is between 16-18 months. The Village has requested a completion date of April 2028 for the book to closely coincide with date of incorporation. The total fee comes up \$48,226.11, with \$30,226.11 publishing/printing and \$18,000 author fees. He stated the cost should be less based on the information already collected that the author will not have to gather, however, staff is requesting a not to exceed amount of \$48,226.11. Administrator Muetz stated there is funding in FY 26/27 to cover the 25% upfront cost. The remaining 75% will be budgeted in FY 29/30.

Trustee Ross said this is a big project and that the Village is getting lots of help. She stated it is nice to have an author put it together in one person's voice.

Trustee Ware asked if we would be selling these to the public.

Administrator Muetz said yes but cautioned he does not expect the Village to recoup the cost.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of request from Administration Department to waive the formal bidding requirements and award the authoring and publishing of Gurnee’s 100-Year Book to Walsworth-Donning at a cost not to exceed \$48,226.11.

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

5. Approval of issuing a Class 1 Tobacco License to Muhammad Saeed ur Rahman to operate 7-Eleven – 3688 Grand Avenue (Speedway transition to 7-Eleven/change of ownership).

Administrator Muetz said Speedway on East Grand is transitioning to a 7-Eleven under new ownership. With that, the store would like to continue selling tobacco products and has applied for a Class 1 (incidental sales) Tobacco license to allow the location to continue to sell tobacco products. Since a Class 1 License currently exists for Speedway, there is no need to amend the Municipal Code. The Police Department has conducted the necessary background check and found nothing to preclude issuing the license.

It was moved by Trustee O’Brien, seconded by Trustee Woodside to approve of issuing a Class 1 Tobacco License to Muhammad Saeed ur Rahman to operate 7-Eleven – 3688 Grand Avenue (Speedway transition to 7-Eleven/change of ownership).

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

6. Approval of 2026 Trick or Treating hours – Saturday, October 31st from 2:00 – 5:00 P.M.

Mayor Hood said the Police Department recommends Trick or Treating to take place on Saturday, October 31st from 2:00 – 5:00 pm.

It was moved by Trustee Thorstenson, seconded by Trustee Woodside to approve of 2026 Trick or Treating hours – Saturday, October 31st from 2:00 – 5:00 P.M.

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

H. PUBLIC COMMENTS 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 7:20 p.m.

Andrew Harris,
Village Clerk