

Monday, February 7, 2022  
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA  
Council Chambers - First Floor  
212 Third Avenue  
Sterling, IL  
Zoom Link  
<https://us02web.zoom.us/j/81118639193>

## 1. Meeting Opening

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Subject : A. Roll Call  
Meeting : Feb 7, 2022 - City Council Meeting at 6:30 pm  
Type : Procedural

## 1. Meeting Opening

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Subject : B. Pledge of Allegiance  
Meeting : Feb 7, 2022 - City Council Meeting at 6:30 pm  
Type : Procedural

## 2. Communication from Visitors

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Subject : A. Public Comment  
Meeting : Feb 7, 2022 - City Council Meeting at 6:30 pm  
Type : Information

### File Attachments

[public comment policy.pdf \(75 KB\)](#)

## 3. Consent Agenda

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Subject : A. Approval of Minutes  
Meeting : Feb 7, 2022 - City Council Meeting at 6:30 pm  
Type : Action (Consent)  
Recommended Action : Approval of Minutes as presented

### File Attachments

[cc01172022.pdf \(97 KB\)](#)

### Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation

concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

### 3. Consent Agenda

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|                      |                                               |
|----------------------|-----------------------------------------------|
| Subject :            | B. Approval of Bills and Payroll              |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm |
| Type :               | Action (Consent)                              |
| Recommended Action : | Approval of Bills and Payroll as presented    |

## Public Content

### File Attachments

[Accounts Payable by G\\_L Distribution Report 02\\_03\\_2022 1\\_11\\_29 PM\\_Mary McCormick\\_3D408HJG.pdf \(503 KB\)](#)  
[admin\\_20220203\\_125602.pdf \(945 KB\)](#)

### Consent

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### 3. Consent Agenda

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|                      |                                                                                                                                              |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | C. Pay Request # 5 to Fischer Excavating for the 4th and 5th Avenue drainage project in the amount of \$337,001.22                           |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                                                                |
| Type :               | Action                                                                                                                                       |
| Recommended Action : | Staff Recommends approval of Pay Request # 5 to Fischer Excavating for the 4th and 5th Avenue drainage project in the amount of \$337,001.22 |

## Public Content

Pay Request #5 covers the majority of the work left for the 4th and 5th Avenues stormwater and road project. The final retainage payment is pending final restoration of the construction area. This should be paid out in the spring, pending engineer's approval.

### File Attachments

[Council Agenda Item - Pay Request #5 4th and 5th Drainage.pdf \(754 KB\)](#)

### 3. Consent Agenda

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|                      |                                                                                                                                                  |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | D. Pay Request #6 (Final) to ERA Valdivia Contractors in the amount of \$25,013.33 for Avenue G Bridge Rehabilitation.                           |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                                                                    |
| Type :               | Action (Consent)                                                                                                                                 |
| Recommended Action : | Staff Recommends Approval of Pay Request #6 (Final) to ERA Valdivia Contractors in the amount of \$25,013.33 for Avenue G Bridge Rehabilitation. |

## Public Content

After a routine inspection, our engineers determined that the City's portion of the Avenue G bridge over the railroad and Wallace Street required maintenance. The City Council awarded the contract to address the concrete on the piers and the slope walls underneath the bridge, apply a special epoxy coating to the steel beneath the joints in the bridge, and rehabilitate the deck joints to Era-Valdivia Contractors, Inc in the amount of \$465,281.940. While the project has been complete for some time, the engineers just recently received the final lien waivers, allowing the engineers and staff to recommend final payment.

### File Attachments

[Council Agenda Item - Pay Request #6 Final Bridge Project.pdf \(1,078 KB\)](#)

### Consent

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### 3. Consent Agenda

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|                      |                                                                                                                                                 |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | E. Pay Request to R.N.O.W., INC. for the purchase of the A9 Monsoon Street Sweeper in the amount of \$258,658.00                                |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                                                                   |
| Type :               | Action (Consent)                                                                                                                                |
| Recommended Action : | Staff Recommends Approval of the Pay Request to R.N.O. W., INC. for the purchase of the A9 Monsoon Street Sweeper in the amount of \$258,658.00 |

## Public Content

Sealed bids were accepted in July 2021 for the purchase of a Street Sweeper. Council approved the purchase of an A9 Monsoon with additional equipment totaling \$258,658.00.

### File Attachments

## Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

## 5. Recommended Personnel Action

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|           |                                               |
|-----------|-----------------------------------------------|
| Subject : | A. Pinning of Firefighters                    |
| Meeting : | Feb 7, 2022 - City Council Meeting at 6:30 pm |
| Type :    | Information                                   |

## Public Content

Pinning of Firefighters Lucas Pfister, Nick Hammer and Captain Michael Mackey.

Firefighter Hammer was hired as a fulltime firefighter on April 24th, 2019. Due to COVID-19 his pinning was delayed. Firefighter Hammer lives in Rock Falls with his fiancé Emily Sauer. Nick's Grandfather Ron Adams was Paid on Call member of the Sterling Fire Department for several years as well as being the administrative assistant. He is being pinned by his fiancé Emily.

Firefighter Pfister was hired on January 4th 2021. Prior to becoming a firefighter Lucas worked for a High Rise Security Systems in Burr Ridge Illinois. Firefighter Pfister lives in Rock Falls with his wife, Jeanette and their 3 children. He is being pinned by his wife Jeanette.

Captain Michael Mackey was hired on February 21st, 2001. Captain Mackey was promoted to rank of Lieutenant in November 2016, he was then promoted to the Rank of Captain in December 2021. Captain Mackey lives in rural Sterling with his wife Tresa. He has two grown children Christopher and Tanner and one grandson, Cameron. Captain Mackey's father Lynn was a firefighter with the Sterling Fire Department for 30 years. Captain Mackey is being pinned tonight by his wife Tresa.

## 5. Recommended Personnel Action

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|                      |                                                                             |
|----------------------|-----------------------------------------------------------------------------|
| Subject :            | B. Appointment of Dr. Thomas King to the CGH Hospital Board                 |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                               |
| Type :               | Action                                                                      |
| Recommended Action : | Approve the Mayors Appointment of Dr. Thomas King to the CGH Hospital Board |

## Public Content

Dr. Thomas King is a Vascular Surgeon and has been elected by the medical staff at CGH to fill the vacancy left by the retirement of Dr. Thomas McGlone.

## File Attachments

[Council Recommendation for Hospital Board.pdf \(207 KB\)](#)  
[Hospital Board Recommendation Council 2022.pdf \(212 KB\)](#)

## 8. Business Items

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|                      |                                                                                                                       |
|----------------------|-----------------------------------------------------------------------------------------------------------------------|
| Subject :            | A. Resolution R2022-02-02 for Motor Fuel Tax expenditures in the amount of \$270,000.                                 |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                                         |
| Type :               | Action                                                                                                                |
| Recommended Action : | Staff recommends Council authorize Resolution R2022-02-02 for Motor Fuel Tax expenditures in the amount of \$270,000. |

## Public Content

Each year the City Council must pass resolutions authorizing expenses for all Motor Fuel Tax (MFT) Funds. MFT funds are spent on cold patch, salt, labor for winter maintenance, labor for patching as well as street lighting expenses. The MFT calendar runs on a January-December fiscal calendar versus our May 1 fiscal calendar which generally results in subsequent amendment resolutions.

## File Attachments

[Res 2022-02-02Highway manintenance.pdf \(163 KB\)](#)

## 8. Business Items

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|                      |                                                                         |
|----------------------|-------------------------------------------------------------------------|
| Subject :            | B. IDOT Maintenance Engineering Agreement                               |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                           |
| Type :               | Action                                                                  |
| Recommended Action : | Staff Recommends Approval of the IDOT Maintenance Engineering Agreement |

## Public Content

Cities may enter into an agreement with a consultant to provide engineering services for maintenance work funded in whole or in part with MFT funds. Formal agreements may include preliminary engineering and/or engineering inspection. Typically, the consultant is responsible for the following duties during preliminary engineering: investigation of the condition of the streets and /or structures, preparation of the maintenance resolution, estimate, and proposal, preparation of the maintenance expenditure statement, etc.

For engineering inspection projects, the consultant is usually responsible for the following: checking materials invoices for payment; and/or preparing the payment estimate for contract maintenance, including any necessary changes-in-plans, and providing a final estimate of the contract maintenance cost.

Form BLR 05520 may be used for maintenance preliminary engineering and/or engineering inspection agreements. The agreement requires the signature and seal of the licensed professional engineer, or structural engineer as applicable, and the signature and title of the local official.

## File Attachments

[1044Z22\\_Maintenance-Engineering\\_BLR05520\\_USE.pdf \(145 KB\)](#)

## 8. Business Items

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|                      |                                                                   |
|----------------------|-------------------------------------------------------------------|
| Subject :            | C. Ordinance 2022-02-04 Approving Water Utility Easement          |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                     |
| Type :               | Action, Procedural                                                |
| Recommended Action : | Approval of Ordinance 2022-02-04 Approving Water Utility Easement |

## Public Content

The current water main configuration branches off of a water main on Freeport Road and loops through the parking lot of the Northland Park Apartment complex. Because there is only 1 feed into the complex, the water to all residents must be shut off when a repair to the main occurs. IAWC would like to improve this situation by adding a secondary feed. The ideal location is a loop down to E. 19<sup>th</sup> St. This would also eliminate the dead end on E 19<sup>th</sup> St and improve the water quality to Sterling Towers.

IAWC needs a 20 easement from the City in order to make this happen because the water main would cross City property where the new detention basin was recently constructed. A few of the new trees that were planted with the detention basin construction will need to be relocated so that they are not on top of the water main.

## File Attachments

[Ordinance 2022-02-04 Approving Water Utility Easement - Waterloop 1-24-22 vh.pdf \(107 KB\)](#)

[Wendler Scans\\_20220105\\_171023.pdf \(1,147 KB\)](#)

[Easement Waterloop 1-24-22 vh.docx.pdf \(81 KB\)](#)

## 8. Business Items

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|                      |                                                                                   |
|----------------------|-----------------------------------------------------------------------------------|
| Subject :            | D. Ordinance 2022-02-06 Amending Alarm Permit Ordinance                           |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                     |
| Type :               | Action                                                                            |
| Recommended Action : | Staff Recommends Approval of Ordinance 2022-02-06 Amending Alarm Permit Ordinance |

## Public Content

Currently the Alarm permit ordinance requires businesses to pay an annual fee of \$50 to have a security alarm system. This amendment will eliminate the annual fee and charge a one time fee with registration as well as increase the increase the fees for nuisance/false alarms.

In 2021 there were 139 business with alarm permits for a total of \$6,900. There were 9 citations issued for false alarms.

Staff recommends amending the alarm permit ordinance for the City of Sterling following research from the Clerk's office that showed the City had fallen out of line with other municipalities across the State.

## File Attachments

[Ord 2022-02-06 Alarms.pdf \(18 KB\)](#)

## 8. Business Items

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|                      |                                                                                                             |
|----------------------|-------------------------------------------------------------------------------------------------------------|
| Subject :            | E. Ordinance 2022-02-05 Removing the Permit Process for Soft Drink Retail Sellers                           |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                               |
| Type :               | Action                                                                                                      |
| Recommended Action : | Staff Recommends Approval of Ordinance 2022-02-05 Removing the Permit Process for Soft Drink Retail Sellers |

## Public Content

The current soft drink permit ordinance requires any business that sell soft drink beverages (fountain, bottled or canned) to pay an annual fee of \$50. This is an antiquated ordinance.

In 2021 there were 84 businesses that were issued permits to sell soft drinks for a total of \$4,200.

Staff recommends eliminating the ordinance for the City of Sterling following research from the Clerk's office that showed the City had fallen out of line with other municipalities across the State.

## File Attachments

[Ord 2022-02-05 Soft Drink Permit.pdf \(16 KB\)](#)

## 8. Business Items

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|                      |                                                                                           |
|----------------------|-------------------------------------------------------------------------------------------|
| Subject :            | F. Ordinance 2022-02-07 Amending Tree Trimmers permit ordinance                           |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                             |
| Type :               | Action                                                                                    |
| Recommended Action : | Staff Recommends Approval of Ordinance 2022-02-07 Amending Tree Trimmers permit ordinance |

## Public Content

Tree Trimmers are currently required to pay an annual registration fee of \$100 with proof of insurance. This amendment will change the annual fee to a one time registration fee. Tree trimmers will be required to provide proof of insurance in accordance with the code on or before May 1st annually. Failure to provide proof of insurance will revoke the trimmers permit and they will be required to reregister.

In 2021 there were a total of 7 registered tree trimming companies for a total of \$700

Staff recommends amending this ordinance so the tree trimmers permit is treated the same way a contractors permit is issued by the City.

## File Attachments

[Ord 2022-02-07 Ammending Tree Trimmers Permit.pdf \(109 KB\)](#)

## 8. Business Items

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|                      |                                                                                                |
|----------------------|------------------------------------------------------------------------------------------------|
| Subject :            | G. Refer to the Plan Commission the Request from Martin Kapp to Rezone 3818 River Road         |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                  |
| Type :               | Action                                                                                         |
| Recommended Action : | Approve Referral to the Plan Commission the Request from Martin Kapp to Rezone 3818 River Road |

## Public Content

Attached is the Petition from Martin Kapp to rezone property located at 3818 River Road from R2-Special Use to I-1. This property is located in the County, but within the 1.5 mile planning jurisdiction of the City. The City has the opportunity to review the request and offer input to the Whiteside County Planning and Zoning Commission.

## File Attachments

[admin\\_20220126\\_092813.pdf \(4,712 KB\)](#)

## 8. Business Items

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|                      |                                                                                                                                                          |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | H. Waive Bid Process and Award Bid to Freeport Metal specialties, Freeport, Illinois for Paint and Repairs to Fire Apparatus                             |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                                                                            |
| Type :               | Action                                                                                                                                                   |
| Recommended Action : | Staff Recommends Awarding the Bid to Freeport Metal specialties, Freeport, Illinois for Paint and Repairs to Fire Apparatus in the Amount of \$56,708.28 |

## Public Content

Two Fire Apparatus, Engines 3 and Engine 5 have various areas of rust and paint bubbling, particularly in the wheel well areas. The Fire Department sought proposals for repair and repainting of the apparatus.

The City received proposals from:

Freeport Metal Specialties, Freeport IL - \$56,708.28

Alexis Fire Equipment, Alexis IL - \$139,576.00

Fire Services Inc., St. Johns Indiana - \$ 85,527.86

After reviewing the proposals and calling several departments for references, the staff recommends Council waive the bid process and accept the low proposal from Freeport Metal Specialties of Freeport for \$56,708.28.

**File Attachments**

[Estimate 4661 Twin City Joint Fire Command - Repaint 2 KME Engines.pdf \(368 KB\)](#)  
[Crystal Reports ActiveX Designer - ESTRO.RPT\\_804.pdf \(11 KB\)](#)  
[Sterling Pmpr Rpnt Cstmr Drft 1-22.pdf \(327 KB\)](#)

**8. Business Items**

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|                      |                                                                                                                                                                 |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | I. Obligate \$395,000 in ARPA funds to address the negative economic impacts caused by the public health emergency                                              |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                                                                                   |
| Type :               | Action                                                                                                                                                          |
| Recommended Action : | Staff recommends the City Council approve obligating \$395,000 in ARPA funds for addressing the negative economic impacts caused by the public health emergency |

**Public Content**

The ARPA Committee has made the following recommendations to the City Council for use of \$395,000 of the approximate \$1,991,000 available to the City:

- \$45,000 for rebuilding the deck at the Farmers Market. The existing deck is not code compliant and has become a trip hazard. Screws have come out and many of the boards are in need of replacement. This will make the deck ADA compliant.
  - \$50,000 for assisting Sterling Main Street with the creation of a small business incubator in the 300 block of 2nd Ave. Main Street is working with other investors to help fund the construction of the incubator buildings of the site.
  - \$300,000 is requested for reroofing of the Sterling Theater building and assisting with the business interruption caused by Covid.
- Small businesses, especially theaters, were very negatively impacted by the Covid-19 pandemic. ARPA rules specifically allow for funds to be used toward "addressing the negative economic impacts caused by the public health emergency."Cities have until December 31, 2024, to obligate funds and until December 31, 2026, to spend funds.
- The ARPA Committee is recommending these funds be obligated now so the Market can prepare for the 2022 summer season and get supplies ordered and so the theater can get the roof under contract and prevent further damage from leaks.

**File Attachments**

[Sterling Theater Roof Replacement 21-735.pdf \(1,453 KB\)](#)  
[Sterling Main St.- Drawings 10-18-21-compressed.pdf \(1,887 KB\)](#)  
[Farmer-Market-Deck.pdf \(552 KB\)](#)

## 12. Adjourn to Executive Session

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|                      |                                                                                                             |
|----------------------|-------------------------------------------------------------------------------------------------------------|
| Subject :            | A. Executive session--Pursuant to 5ILCS 120/2(c)(11) to discuss pending litigation.                         |
| Meeting :            | Feb 7, 2022 - City Council Meeting at 6:30 pm                                                               |
| Type :               | Action                                                                                                      |
| Recommended Action : | Make a motion to adjourn to executive session Pursuant to 5ILCS 120/2(c)(11) to discuss pending litigation. |

## Public Content

5ILCS 120/2(C) provides the Governing Body with certain exceptions to the Open Meetings Act and allows for the conducting of a "Closed Session".