

Tuesday, February 22, 2022
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue
Link to join Webinar
<https://us02web.zoom.us/j/86212057624>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm
Type : Information

File Attachments

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

3. Consent Agenda

Subject : A. Approval of Minutes
Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[CC02072022.pdf \(111 KB\)](#)

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

Subject : B. Approval of Plan Commission Minutes
Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm
Type :

File Attachments

[08 20 21 minutes.docx.pdf \(55 KB\)](#)

3. Consent Agenda

Subject : C. Approval of Bills and Payroll
Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Bills and Payroll as presented

Public Content

File Attachments

[1-31-22 Balance Sheets.pdf \(334 KB\)](#)

[1-31-22 Budget Performance Report.pdf \(400 KB\)](#)

[Accounts Payable by G_L Distribution Report 02_17_2022 1_29_50 PM_Mary McCormick_3D408IYS.pdf \(338 KB\)](#)

[admin_20220217_131402.pdf \(627 KB\)](#)

Consent

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8. Business Items

Subject : A. Resolution 2022-02-03 Authorizing a letter of objection to the Whiteside County Board relating to a request for

rezoning from Martin Kapp (R2-SPU to I-1) and authorizing a letter of non-objection to reclassification for the property at 3818 River Road, Sterling, Illinois (pin #1113100022)

Meeting :

Feb 22, 2022 - City Council Meeting at 6:30 pm

Type :

Action

Recommended Action :

Staff recommends approval of Resolution 2022-02-03 Authorizing a letter of objection to the Whiteside County Board relating to a request for rezoning from Martin Kapp (R2-SPU to I-1) and authorizing a letter of objection to reclassification for the property at 3818 River Road, Sterling, Illinois (pin #1113100022)

Public Content

The Plan Commission met on February 17, 2022, and discussed the proposal for the property located at 3818 River Road, Sterling. The owner, Martin Kapp, is requesting to rezone the property from R2-SPU to I-1. Mr. Kapp would like to lease the property to DB Sales, they would be building generators and selling diesel parts. After much discussion and hearing an objection from a property owner in the area, the Plan Commission voted to recommend that the City object to the request to rezone the property to I-1.

File Attachments

[Kapp River Road.pdf \(4.712 KB\)](#)

[ETJ-Kapp 3818 River Rd_Rezone to I-1_2022 02 10.pdf \(652 KB\)](#)

[Resolution 2022-02-03 Authorizing ltr of objection DB Sales.pdf \(75 KB\)](#)

8. Business Items

Subject :

B. Pay Request #1 (Final) to Martin and Company for the Public Works Addition in the amount of \$214,041.80

Meeting :

Feb 22, 2022 - City Council Meeting at 6:30 pm

Type :

Action (Consent)

Recommended Action :

Staff Recommends Approval of Pay Request #1 (Final) to Martin and Company for the Public Works Addition in the amount of \$214,041.80

Public Content

Council awarded a bid to Martin & Company to prepare the base and foundation for an expansion to the newer Public Works Building on the west side of the site. The work has been completed and the City's engineer has approved the work and we have received the necessary lien waivers to make payment for the work.

File Attachments

[Council Agenda Item - Pay Request Final - Public Works Bldg Addition.pdf \(1.758 KB\)](#)

Consent

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8. Business Items

Subject :	C. Waive Bid Process and Authorize Purchase of Rolling Overhead Doors From Raynor in the Amount of \$30,242.00.
Meeting :	Feb 22, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Waiving Bid Process and Authorize the Purchase Rolling Overhead Doors From Raynor in the Amount of \$30,242.00.

Public Content

Hibbard Builders, acting as the construction manager for the Central Memorial Park project, has received a quote for the purchase of overhead doors for the future concession and restroom facility at the park. These doors are for the concession windows and the entry to the restroom area. Hibbard Builders opted to get a quote directly from Raynor as a relatively local supplier and to avoid any markup from vendors.

File Attachments

[Central Memorial Park_Overhead Door 2-10-22.pdf \(387 KB\)](#)
[CENTRAL PARK QUOTE UPDATE WITH HEIGHT CHANGE \(2\).pdf \(2.618 KB\)](#)
[Raynor Summary.pdf \(585 KB\)](#)

8. Business Items

Subject :	D. Waive Bid Process and Authorize Purchase and Installation of Windows and Interior Doors From Dixon Glass In The Amount of \$29,902.00
Meeting :	Feb 22, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Waiving Bid Process and Authorize the Purchase and Installation of Windows and Interior Doors From Dixon Glass In The Amount of \$29,902.00

Public Content

Hibbard Builders, acting as the construction manager for the Central Memorial Park project, sought quotes for the purchase of windows and interior doors for the future concession and restroom facility at the park. These doors are for interior access to the restrooms, concession room and utility room. Hibbard Builders has recommended to the City the Dixon Glass proposal in the amount of \$29,902.

File Attachments

[CMP RFI Door & Window Schedule 1-31-22.pdf \(365 KB\)](#)

[Dixon Glass Revised #3 CP.pdf \(490 KB\)](#)

[Doors Inc CP.pdf \(269 KB\)](#)

[EMG revised CP.pdf \(143 KB\)](#)

[W & D Summary.pdf \(650 KB\)](#)

8. Business Items

Subject : E. Authorize City Manager to sign an Agreement with Wendler Engineering Services for engineering services for Tori Pines subdivision road reconstruction

Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm

Type :

Public Content

Wendler Engineering provided the City with a proposal to provide construction design, staking and construction observation services for the roads within the Tori Pines subdivision. The project entails a complete rebuild due to a substandard initial construction. This includes new curb, gutter and for the first time, sidewalks. The City would anticipate design in 2022 for construction in 2023.

File Attachments

[Tori Pines Proposal.pdf \(1.435 KB\)](#)

8. Business Items

Subject : F. Amend Employee Classification and Compensation Plan

Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm

Type : Action

Recommended Action : Staff recommends Amending the Employee Classification and Compensation Plan

Public Content

For the purpose of succession planning for the Wastewater Superintendent, staff is proposing the creation of a new position entitled "Assistant Wastewater Superintendent." The position is solely meant to be temporary for impending succession planning purposes and does not add an additional employee. In consultation with GovHR, staff recommends the position be established at a Grade 9, one grade higher than the existing position of Lab Tech (Grade 8).

File Attachments

[JOB TITLES AND PAY GRADES 2021amended.doc \(32 KB\)](#)

11. Adjourn to Budget Study Session

Subject : A. Budget Study Session

Meeting : Feb 22, 2022 - City Council Meeting at 6:30 pm

Type :

Information

Public Content

The following funds will be discussed

- Motor Fuel Tax Fund
- Band Commission Fund
- SIDC Fund
- IMRF Fund
- Social Security Fund
- Solid Waste Fund
- ARPA Grant Fund

File Attachments

[2100 Motor Fuel Tax Fund Budget 22-23.pdf \(46 KB\)](#)

[2300 Band Commission Budget 22-23.pdf \(65 KB\)](#)

[2400 SIDC Budget 22-23.pdf \(73 KB\)](#)

[2600 IMRF Budget 22-23.pdf \(44 KB\)](#)

[2700 Social Security Budget 22-23.pdf \(41 KB\)](#)

[5200 Solid Waste 22-23.pdf \(55 KB\)](#)

[8700 ARPA Grant Fund 22-23.pdf \(42 KB\)](#)