

Monday, April 18, 2022
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue
<https://us02web.zoom.us/j/86229268988>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Apr 18, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Apr 18, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Apr 18, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Apr 18, 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 : Apr 18, 2022 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc04042022.pdf \(85 KB\)](#)

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 Bills and Payroll
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[3-31-22 Budget Performance Report.pdf \(401 KB\)](#)

[3-31-22 Balance Sheets.pdf \(333 KB\)](#)

[Accounts Payable by G_L Distribution Report 04_14_2022 4_29_23 PM_Mary McCormick_3D408OBR.pdf \(389 KB\)](#)

[admin_20220414_161314.pdf \(619 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Approval of Plan Commission Minutes
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve minutes as presented

File Attachments

[02_18_22 minutes.pdf \(80 KB\)](#)

Consent

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extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

3. Consent Agenda

Subject :	D. Ordinance No. 2022-04-13 amending the budget for Fiscal Year beginning May 1, 2021
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Ordinance No. 2022-04-13 amending the FY 2021-2022 budget to more accurately reflect the budget expenditures for the current budget year.

Public Content

Every year in April the City amends the current fiscal year budget to more accurately reflect the actual expenditure levels of City operations.

File Attachments

[Amended budget ordinance.xlsx \(15 KB\)](#)

Consent

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3. Consent Agenda

Subject :	E. Resolution 2022-04-07 Accepting a grant from the Illinois Housing Development Authority Strong Communities Program
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)

Public Content

This is a \$20,000 grant to be used by the City to preserve affordable housing efforts by assisting with the rehabilitation and/or demolition of abandoned properties within the City.

File Attachments

[Resolution for the Housing Grant 4-14-22.pdf \(95 KB\)](#)

Consent

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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 :	F. Pay Request #6 to Gehrke Construction Inc., in the amount of \$48,228.75 for the National Training Building.
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Pay Request #6 to Gehrke Construction in the amount of \$48,228.75 for the National Training Building.

Public Content

This invoice covers the masonry work at the former National Training building as well as some carpentry and window work.

File Attachments

[Council Agenda Item - Pay Request # 6 Gehrke Construction for National Training Building.pdf \(845 KB\)](#)

Consent

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3. Consent Agenda

Subject :	G. Proclamation for Arbor Day
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Proclamation declaring April 29, 2022 as Arbor Day in the City of Sterling

File Attachments

[Arbor Day Proclamation 2022.pdf \(103 KB\)](#)

Consent

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3. Consent Agenda

Subject :	H. Refer to the Planning Commission - Kurt & Brian Properties
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Refer the petition to the Plan Commission at the regularly scheduled meeting April 21, 2022 for a public hearing.

Public Content

Petition for Kurt & Brian Properties for an encroachment into the ROW for stairs and an ADA ramp for access into the building located at 123 E 3rd Street.

File Attachments

[Haymarket_Beans Set 1-26-22-compressed.pdf \(2.113 KB\)](#)

Consent

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3. Consent Agenda

Subject :	I. Refer to the Planning Commission - First Midwest Group
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Reefer to Plan Commission at the regularly scheduled meeting April 21, 2022 for a public hearing

Public Content

Petition from First Midwest Group requesting a PUD that includes 6 parcels incorporating the Sterling Commons Shopping Center located from 4204-4406 E Lincolnway.

File Attachments

[MX-4111N_20220308_081015.pdf \(863 KB\)](#)

Consent

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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.

6. Presentations and Awards

Subject :	A. Tree City and Growth Award Recognition
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Information

Public Content

To qualify as a Tree City USA community, you must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying community would have a viable tree management program and that no community would be excluded because of size.

The Four Standards are;

1. Tree Board
2. Tree Care Ordinance
3. A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita
4. An Arbor Day Observance and Proclamation

File Attachments

[Tree City USA and Growth Award News Release.pdf \(543 KB\)](#)

8. Business Items

Subject :	A. Ordinance No. 2022-04-14 Adopting Fiscal Year 2022-2023 Budget
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends the City Council pass Ordinance No. 2022-04-14 Adopting Fiscal Year 2022-2023 Budget

Public Content

As the final step in the Fiscal Year 2022/2023 budgeting process, the Governing Body is required to pass an ordinance which formally adopts the proposed budget. Ordinance No. 2022-04-14 provides the adopting mechanism for the FY 2022-2023 Budget.

As in the past, the ordinance pages attached consist of the first and last page of the budget ordinance. The budget book comprises the body of Section 2 of the budget ordinance.

Staff wishes to thank the City Council for their direction and support in the preparation of the FY 2022/2023 Budget.

File Attachments

[FY23 Annual Budget Ordinance.pdf \(7.129 KB\)](#)

[2022-23 Budget Passing.pdf \(1.571 KB\)](#)

8. Business Items

Subject :	B. Ordinance No. 2022-04-15 Amending Pay Plan for Fiscal Year 2022-2023
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Ordinance No. 2022-03-15 Amending Pay Plan for Fiscal Year 2022-2023

Public Content

The proposed 2022-23 Pay Plan represents a 3% general increase for all non-unionized personnel, to include City Manager.

This general increase was budgeted for in the proposed 2022-23 budget.

The increase is set to be effective beginning with the pay period beginning on May 4, 2022.

File Attachments

[Pay Plan Ordinance 2022.pdf \(65 KB\)](#)

[Job Titles and Pay Grades 2022.pdf \(70 KB\)](#)

[Step & Grade Plan 2022-2023 worksheet.pdf \(110 KB\)](#)

8. Business Items

Subject :	C. Ordinance No. 2022-04-16 Amending Chapter 94, Section 34 regarding wastewater service charges and Section 35 regarding billing and collection of service charges
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends approval of Ordinance No. 2022-04-16 Amending Chapter 94, Section 34 regarding wastewater service charges and Section 35 regarding billing and collection of service charges.

Public Content

Section 34: When the City entered into the loan agreement with the IEPA for the sewer separation project, it was agreed that sanitary sewer rates would need to be evaluated on an annual basis and adjusted to meet debt service and operational requirements. During the budgeting process staff outlined a proposal to amend the current sanitary sewer rates to meet the City's operational, capital repayment requirements, and capital set asides. It was noted that rate charges will be adjusted as follows:

Current Amended

Minimum basic user charge \$11.50 \$12.00

Basic user rate per 100 cu.ft. \$ 3.85 \$ 4.00

Debt service minimum charge \$ 3.00 No change

Debt service user rate per 100 cu.ft. \$ 0.25 No change

Minimum charge \$14.50 \$15.00

The changes to the ordinance are effective May 1, 2022.

File Attachments

[ORD NO 2022-04-16.pdf \(68 KB\)](#)

8. Business Items

Subject :	D. Write-off uncollectible accounts for public billings for fiscal year 2021-2022
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve for write-off the uncollectible accounts totaling \$9,228.73 for fiscal year 2021-2022.

Public Content

Each year old, delinquent sewer, garbage and public billing accounts are reviewed for collectability. Accounts are written off when all efforts that have been made to collect the money are unsuccessful. The total amount to be written off for the current fiscal year is as follows:

Sewer and garbage charges \$ 7,270.25

Public Billings, misc. 3,119.77

\$10,390.02

Sewer and garbage charges - Of total amount to be written off, \$5,864.37, or 81% are amounts written off due to bankruptcy or death of the owner. Through IDROP, the City has collected \$19,780.43 this fiscal year and \$192,695.13 since the City started using the program in 2014.

Public billings, misc. - A majority of the amounts written off in this category are for small property damage claims (63%). The remaining amounts are for properties that were purchased by the City.

The attached schedules list the individual charges to be written off for this year.

File Attachments

[Sewer and garbage write-offs FY22.pdf \(119 KB\)](#)

[Public Billing write-offs FY22.pdf \(104 KB\)](#)

8. Business Items

Subject :	E. Award bid to Stichter Construction for the removal of the structure at 207 6th Avenue in the amount of \$12,670.00
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	It is the recommendation of Staff that the City Council award the contract to demolish 207 6th Avenue to Stichter Construction Co., Inc., Erie, Illinois in the amount of \$12,670.00

Public Content

This of Sterling took ownership of the subject property at 207 6th Avenue by means of a Judicial Deed, effective December 6, 2021. Bids were advertised for the demolition of the building on March 19, 2022, and two (2) bids were received. The bids were opened on Tuesday, April, 12, 2022.

The low bid received was from Stichter Construction Co., Inc, Erie, Illinois, in the amount of \$12,670.00. The bid was found to be in accordance with the Bid Specifications.

Funding for this work will be from the Strong Communities Program (SCP) Grant.

File Attachments

[Bid Opening minutes 207 6th Ave.pdf \(14 KB\)](#)
[Photo 207 6th Ave.front prior to demolition.JPG \(2.754 KB\)](#)

8. Business Items

Subject :	F. Award quote for Public Works flooring system in the main Public Works maintenance building to Midwest Flooring Concept in the amount of \$36,250.00
Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action

Public Content

Attached are three (3) quotes we received for repairing, grinding and applying epoxy/polyaspartic flooring system to the floor in the main Public Works maintenance building where our salt trucks sit. Over the years, the salt and calcium has been deteriorating the floor. The floor has in-floor heat so we are hoping to avoid a bigger cost later by making repairs and sealing now.

File Attachments

[mfarmer@sterling-il.gov_20220414_080430.pdf \(345 KB\)](#)

11. Closed Session

Subject :	A. Executive session--Pursuant to 5ILCS 120/2(c)(11) to discuss pending litigation
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Meeting :	Apr 18, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Move 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." No action will take place after the session.