

Monday, April 20, 2015
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue

1. Meeting Opening

Subject : A. Call to order
Meeting : Apr 20, 2015 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Apr 20, 2015 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Apr 20, 2015 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Apr 20, 2015 - City Council Meeting at 6:30 pm
Type : Information

3. Consent Agenda

Subject : A. Approval of Minutes
Meeting : Apr 20, 2015 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc040615.pdf \(113 KB\)](#)

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 20, 2015 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[payroll totals.pdf \(932 KB\)](#)
[ap by gl dist rept.pdf \(212 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Change Order No. 1 for Structural Slab Demolition Project in the amount of \$17,500.00
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Change Order #1 in the amount of \$17,500 for the creation of drainage holes as submitted.

Public Content

This Change order is to permit the contractor to punch holes into the slab between the demolished decking and the existing warehouse. After consulting with engineers and the project managers, it was agreed this was a good price for the work. This will permit water to drain beneath the 3 foot cap of soil. Without adequate drainage below the surface, it was feared the area would become a soft mess following the spring melt or during particularly rainy stretches. This work will be paid for from TIF funds.

File Attachments

[CO1-structural slab removal.pdf \(48 KB\)](#)

Consent

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3. Consent Agenda

Subject :	D. Partial Pay Request #1 for Structural Slab Demolition Project in the amount of \$121,042.46
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff and consulting engineers recommend approval of partial pay request #1 in the amount of \$121,042.46

Public Content

The demolition of the concrete deck is substantially complete. This project is funded by the IGIG grant.

File Attachments

[structural slab removal - WHA.pdf \(37 KB\)](#)

[PPR1-structural slab removal.pdf \(94 KB\)](#)

Consent

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3. Consent Agenda

Subject :	E. Accept bid to construct a new single-family dwelling located at 902 Fourth Avenue and a two-family dwelling at 1012 W. Fourth Street
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Award the contract to construct a new, single-family house at 902 Fourth Avenue, and a two-family structure at 1012 W. Fourth Street, to Trotter General Contracting, Inc., Macomb, Illinois, in the amount of \$155,311.52 and \$192,563.04, respectfully, using NFS AND NSP2 funds.

Public Content

The property at 902 Fourth Avenue had been abandoned for several years. The City of Sterling acquired the property through court proceedings and began demolition.

The property at 1012 W. Fourth Street was acquired by the City using NSP2 funds after the property had gone through foreclosure proceedings. Demolition of the four-unit apartment building was completed during September of 2012.

Proposals were requested for construction of a new single-family structure on the vacant parcel at 902 Fourth Avenue, and for a two-family dwelling on the vacant parcel at 1012 W. Fourth Street. The low bid received was from Trotter General Contracting, Inc. of Macomb, Illinois, in the amount of \$155,311.52 for the single-family structure at 902 Fourth Avenue, and in the amount of \$192,563.04 for the 2-family structure at 1012 W. Fourth Street.

Both structures will be modular construction. The proposal was found to be in accordance with the requested specifications.

Funding for both structures will be from the National Foreclosure Settlement (NFS) grant, with additional leveraging from NSP2 funds.

File Attachments

[NFS Construction agreement with Trotter 1012 W 4th St.pdf \(933 KB\)](#)

[NFS Construction agreement with Trotter 902 4th Ave.pdf \(949 KB\)](#)

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 :	F. Re-Appoint Marie Rombouts to Fire Pension Board
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	

6. Presentations and Awards

Subject :	A. Proclamation designating April 24, 2015 as Arbor Day in Sterling
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Pass Proclamation Designating April 24, 2015 as Arbor Day in Sterling

Public Content

The City of Sterling has designated the last Friday in April as Arbor Day. The City of Sterling Tree Board is again coordinating with Sterling Schools to celebrate Arbor Day with students by planting trees.

File Attachments

[Proc-Arbor Day.pdf \(68 KB\)](#)

8. Business Items

Subject :	A. Budget Hearing
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	Procedural

Public Content

One of the final steps for the adoption of our 2015/2016 budget is for the Governing Body to conduct a public hearing on the proposed budget. The notice of public hearing has been published as required. A copy is attached.

Final action on the proposed budget is when the Council adopts the budget ordinance.

Staff has prepared the budget as directed by the City Council.

Conduct the public hearing as required by state law.

File Attachments

[legal public hearing notice.pdf \(48 KB\)](#)

8. Business Items

Subject :	B. Ordinance No. 2015-04-06 Amending Fiscal year 2014/2015 Budget
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends the Council approve Ordinance No. 2015-04-06 amending the FY 2014-2015 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. Attached is a copy of Ordinance 2015-04-04, which outlines the proposed amendments to the FY 2014-2015 Budget.

File Attachments

[14-15 Amended budget ordinance first page.pdf \(17 KB\)](#)

[Amended Budget explanation 14-15.pdf \(21 KB\)](#)

[14-15 Amended Budget Ordinance closing.pdf \(4 KB\)](#)

8. Business Items

Subject : C. Ordinance No. 2015-04-07 Adopting Fiscal Year 2015/2016 Budget

Meeting : Apr 20, 2015 - City Council Meeting at 6:30 pm

Type : Action

Recommended Action : Staff recommends the City Council pass Ordinance No. 2015-04-07 which adopts the proposed FY 2015/2016 budget.

Public Content

As the final step in the Fiscal Year 2015/2016 budgeting process, the Governing Body is required to pass an ordinance which formally adopts the proposed budget. Ordinance No. 2015-04-07 provides the adopting mechanism for the FY 2015/2016 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 2015/2016 Budget.

Attached is a copy of Ordinance No. 2015-04-07.

File Attachments

[Ord 2015 04 07 Annual Budget.pdf \(5.952 KB\)](#)

8. Business Items

Subject : D. Ordinance No. 2015-04-08 Amending Chapter 74 of the Sterling City Code as it relates to Solid Waste

Meeting : Apr 20, 2015 - City Council Meeting at 6:30 pm

Type : Action

Recommended Action : Staff recommends the City Council consider Ordinance No. 2015-04-08 and approve if acceptable.

Public Content

With the passing of the new fiscal year budget, the solid waste collection charge is established at \$15.60, which is a 30 cent increase over last fiscal year in keeping up with the contractual increases. This represents a 1.96% increase. Our contractual cost to Republic/Allied Waste is 3%. Ordinance No. 2015-04-08 formally adopts the new solid waste monthly charge for Sterling at \$15.60. The change is effective May 1, 2015.

A copy of Ordinance No. 2015-04-08 is attached for your information.

File Attachments

[Garbage Ordinance 2015.pdf \(117 KB\)](#)

8. Business Items

Subject : E. Ordinance No. 2015-04-09 Amending Chapter 94 of

the Sterling City Code as it relates to Wastewater Service Charges and Billing and Collection

Meeting :

Apr 20, 2015 - City Council Meeting at 6:30 pm

Type :

Action

Recommended Action :

It is the recommendation of the City staff that the City Council consider Ordinance No. 2015-04-09 and pass if acceptable.

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. Following a review of the aforementioned, it is recommended rate charges will be adjusted as follows:

	Current	Amended
Minimum basic user charge	\$5.35	No Change
Basic user rate per 100 cu. ft.	\$1.82	\$1.91
Debt service minimum charge	\$3.00	No Change
Debt service user rate per 100 cu. ft.	\$0.25	No Change
Minimum Charge	\$8.35	No Change
Non-Metered Rate	\$29.05	\$29.95

The changes to the ordinance are effective May 1, 2015. The approximate average residential increase is 2-3%, depending on usage. A copy of Ordinance No. 2015-04-09 which contains the new changes is attached.

File Attachments

[Wastewater charges 2015.pdf \(79 KB\)](#)

8. Business Items

Subject :

F. Write-off of Uncollectible Accounts for Public Billings for FY 2014/2015

Meeting :

Apr 20, 2015 - City Council Meeting at 6:30 pm

Type :

Action

Recommended Action :

Approve for write-off the uncollectible accounts totalling \$40,075.74 for fiscal year 2014-2015

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 \$26,200.85

Public billings, misc. 13,874.89

\$40,075.74

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

File Attachments

[write-off uncollectibles 2014-15.pdf \(350 KB\)](#)

8. Business Items

Subject :	G. Ordinance No. 2015-04-11 Adopting the FY 2015-2016 Employee Compensation and Classification Plan
Meeting :	Apr 20, 2015 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Ordinance 2015-04-11 adopting a pay plan for the FY 2015-16.

Public Content

Staff recommends the employee pay plan be revised by 1% for the Fiscal Year 2015-16 as of May 27. This coincides with the date in which employees health premiums are increasing 15%. A wage compensation study is currently underway with surveys having been distributed to numerous other communities.

File Attachments

[Step Grade Plan 2015 worksheet.pdf \(77 KB\)](#)

[2015-4-11 Pay Plan.pdf \(75 KB\)](#)