Monday, April 20, 2020
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA

Pursuant to Governor Pritzkers Executive Order No. 2020-07 (COVID-19 Executive Order No. 5), Governor Pritzker has suspended certain rules of the Open Meetings Act specifically the Executive Order permits remote public meetings. In light of the current COVID-19 public health emergency and the prohibition of public gathering of 10 or more, the City Council has chosen to conduct the board meeting remotely.

If you would like to listen to the meeting, please go to
https://zoom.us/j/93471122125
Or iPhone one-tap : US: +13126266799,,93471122125# or +19292056099,,93471122125#
Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 312 626 6799
To submit questions or comments during the Audience Participation portion of the meeting, please submit your questions prior to the start of the meeting to mrombouts@sterling-il.gov or call 815-632-6630 and your questions and/or comments will be read during the meeting and addressed, if appropriate at that time. You may also participate on Zoom by digitally raising a hand during the meeting.

1. Meeting Opening

Subject :	A. Call to Order
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Procedural

1. Meeting Opening

Subject :	B. Roll Call
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Procedural

1. Meeting Opening

Subject :	C. Pledge of Allegiance
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Procedural

2. Communication from Visitors

Subject :	A. Public Comment
Meeting :	Apr 20, 2020 - 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 20, 2020 - City Council Meeting at 6:30 pm

Type :	Action (Consent)
Recommended Action :	Approval of Minutes as presented

File Attachments

cc04620.pdf (141 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, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

apsummary42020.pdf (377 KB)
Accts Pay 42020.pdf (368 KB)
Balance sheet 3-31-20.pdf (329 KB)
Budget Performance 3-31-20.pdf (390 KB)

Consent

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3. Consent Agenda

Subject :	C. Ordinance #2020-04-09 Amending Chapter 6, Article II, Section 41, to Increase the Number of Available Liquor Licenses
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Ordinance #2020-04-09 Amending Chapter 6, Article II, Section 41, to Increase the Number of Available

Liquor Licenses permitting Brick Boss a liquor license at 207 East Lincolnway

Public Content

Brick Boss began work on the site at 2607 East Lincolnway in May 2017. There was a liquor license reserved for his proposed gaming parlor. The project included extensive stormwater work in the area and took much longer than anticipated. Boss partnered with the City to rebuild the storm water tube under East Lincolnway. The work is complete and saved the City money on this project.

Meanwhile, all liquor licenses for Classes A (package), C (restaurant), E (tavern), and F (bowling alley) have been issued. In order to proceed with Boss's plan for twogaming parlors, he requested the City increase the number of available liquor licenses by two. He wants two of the four storefronts for gaming parlors. The Liquor Commission recommendsincreasing the liquor licenses by one to permit one gaming parlor at 2607 East Lincolnway.

File Attachments

2020-4-9 #of liquor licenses.pdf (140 KB)

Consent

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3. Consent Agenda

Subject :	D. Ordinance #2020-04-10 Amending the Zoning Map to Reclassify property Owned by Rich Koch, Two4Five LLC, 202 Fourth Avenue from DB (Downtown Business) to DB-SU (Downtown Business/Special Use)
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Ordinance #2020-04-10 amending the zoning map to reclassify property owned by Rich Koch, Two4Five LLC, 202 4th Avenue from DB to DB-Special Use to allow for a drive thru facility.

Public Content

On February 18, 2020, the City Council referred this matter to the Plan Commission. A public hearing was held at the Plan Commission meeting on February 2, 2020, regarding the proposed rezone from DB to DB with a Special Use to permit the operation of a drive-thru for a coffee shop. The Plan Commission, petitioner and staff discussed a couple concerns which were all adequately addressed and are listed in the attached ordinance.

File Attachments

2020-4-10 245 coffee.pdf (85 KB)

Consent

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3. Consent Agenda

Subject :	E. Ordinance #2020-04-11 amending the budget for Fiscal Year beginning May 1, 2019
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends the Council approve Ordinance No. 2020-04-11 amending the FY 2019-2020 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 No. 2020-04-11, which outlines the proposed amendments to the FY 2019-2020 Budget.

File Attachments

2020-4-11 amended budget.pdf (17 KB)

Consent

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3. Consent Agenda

Subject :	F. Change Order #1 for for Lynn/LeFevre Roundabout
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Change Order #1 in the amount of $59,649 to Martin & Company for additional grinding, paving and shoulder rehab on Lynn Boulevard.

Public Content

Change Order #1 adds approximately a quarter mile of paving on Lynn Boulevard. Martin & Company will grind and resurface Lynn from the intersection of Lefevre to the newly built 11th Street. Lynn Boulevard from Lefevre to former Route 2 has been on our radar the last couple of years. By adding this stretch into this contract, we can mitigate some future headaches for HALO and others by paving it now while the intersection is closed and while the economy is slowed due to the COVID-19 pandemic. When the City repaves the section from 11th to old Route 2 in the future, HALO and others in Meadowlands will be able to have full access from the north by completing this stretch now.

File Attachments

CO1 lynn-lefevre.pdf (73 KB)

Consent

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3. Consent Agenda

Subject :	G. Change Order #3 in the amount of $76,242.50 and authorize the Mayor to enter into an agreement for reimbursement from DRE, Inc.
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Change Order #3 in the amount of $76,242.50 and authorize the Mayor to enter into an agreement for reimbursement from DRE, Inc.

Public Content

Change Order #3 adds reconstruction of E. 19th Street from Freeport Road to the dead end next to Sterling Towers. The road was in rough condition before the retention pond construction behind Northland Mall, but has really degraded with the construction equipment moving over it. The owner of Sterling Towers has agreed to pay for half of the cost of the reconstruction. Martin Construction has proposed change order #3 in the amount of $76,242.50 to core out, rock and pave the road.

File Attachments

sterling towers repavement agreement.pdf (1,570 KB)
CO3 mall detention.pdf (76 KB)

Consent

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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 :	H. Waive Bid Process and Approve Contract for Environmental Abatement
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of $8,360

Public Content

Sterling Environmental sought quotes on the Citys behalf for abatement of the Training building on the far west edge of the former National site. The low quote for asbestos abatement was $6,000. Additional testing and labor, including removal of fluorescent lighting and various batteries and switches are included in the total contract price of $8,360 to Sterling Environmental, inclusive of the asbestos abatement.

File Attachments

Training Bld Abatement Quote - Husar.pdf (191 KB)
Training Bldg Abatement Quote - Ideal.pdf (252 KB)
Training Bldg Abate Quote - AES.pdf (253 KB)
Training Bldg Abate Quote - Luse.pdf (155 KB)
Training Bldg Air Clearance Quote.pdf (154 KB)
Training Bld Abatement Contract.pdf (2,008 KB)

Consent

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6. Presentations and Awards

Subject :	A. Proclamation declaring Arbor Day on Friday, Apr 24, 2020
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Proclamation declaring Arbor Day on Friday, April 24, 2020

File Attachments

Proc-arbor day.pdf (65 KB)

8. Business Items

Subject :	A. Ordinance #2020-04-12 Adopting Procedures to Permit Electronic Attendance at Meetings
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Ordinance #2020-04-12 Adopting Procedures to Permit Electronic Attendance at Meetings

Public Content

Prior to the Governors Executive Order permitting remote public meeting, the State made it permissible to allow a member of a public body to attend meetings remotely, but under limited conditions. Once the Governors Executive Order suspending some of the open meetings rules ends, meetings will require a quorum to be physically present.

The proposed Electronic Attendance ordinance, in compliance with State Statute, permits a member to attend remotely so long as there is a quorum physically present. The member may only attend remotely under one of the 3 conditions:

(1) The member cannot attend because of personal illness or disability; or

(2) The member cannot attend because of employment purposes or the business of the City of Sterling; or

(3) The member cannot attend because of a family or other emergency.

The Electronic Attendance ordinance, would be particularly beneficial should a member require separation due to illness or quarantine following the resumption of meetings held in person.

File Attachments

2020-4-12 electronic attendance.pdf (20 KB)

8. Business Items

Subject :	B. Ordinance #2020-04-13 Amending the Sterling City Code Section 74-14 to establish the cost of refuse collection
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends the City Council consider Ordinance No. 2020-04-13 and approve if acceptable.

Public Content

With the passing of the new fiscal year budget, the solid waste collection charge is established at $18.75, which is a 70 cent increase over last fiscal year in keeping up with the contractual increases. Ordinance 2020-04-12 formally adopts the new solid waste monthly charge for Sterling at $18.75. The change is effective May 1, 2020.

File Attachments

2020-4-13 Garbage .pdf (118 KB)

8. Business Items

Subject :	C. Ordinance No. 2020-04-14 Amending Chapter 94, Section 34 regarding wastewater service charges and Section 35 regarding billing and collection of service charges
Meeting :	Apr 20, 2020 - 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. 2020-04-14 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 Citys 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 $9.95 $11.00

User rate per 100 cu.ft. $3.55 $3.75

Debt service minimum charge $3.00 No change

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

Minimum charge $12.95 $14.00

The changes to the ordinance are effective May 1, 2020.

File Attachments

2020-4-14 sewer.pdf (79 KB)

8. Business Items

Subject :	D. Ordinance #2020-04-15 Adopting Fiscal Year 2020-2021 Budget
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends the City Council pass Ordinance No. 2020-04-15 which adopts the proposed FY 2020-2021 budget.

Public Content

As the final step in the Fiscal Year 2020/2021 budgeting process, the Governing Body is required to pass an ordinance which formally adopts the proposed budget. Ordinance No. 2020-04-15provides the adopting mechanism for the FY 2020-2021 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 2020/2021 Budget.

File Attachments

2020-4-15 budget.pdf (7,590 KB)

8. Business Items

Subject :	E. Write-off uncollectible accounts for public billings for fiscal year 2019-20
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve for write-off the uncollectible accounts totaling $15,952.21 for fiscal year 2019-2020.

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 $10,501.51

Public billings, misc. 5,450.70

$15,952.21

Sewer and garbage charges Of the total amount to be written off, $8,125.10, or 70%, are amounts that have been closed by either RRCA or IDROP. The RRCA accounts were accounts that were active before the City took over utility billing. Therefore, these accounts cannot be turned into IDROP. IDROP only tries to collect on accounts for 2 tax seasons, then the accounts are closed. However, through IDROP, the City has collected $32,414.82 since May 1, 2019.

Public billings, misc. All of the amounts written off in this category are for lawn mowing. Of the total amount to be written off, $3,299.40, or 60% are for properties that were purchased by the City. The remaining amount was for properties that went to tax deed, properties that were sold but the liens were expired (only good for 2 years), or properties in which no lien was filed.

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

File Attachments

write-off - public billing.pdf (197 KB)
write-off - utility.pdf (139 KB)

8. Business Items

Subject :	F. Agreement for Sewer Repairs at Avenue G and West Sixth Street
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Agreement, if necessary.

Public Content

Update on sewer collapse in the 500 block of Avenue G.

File Attachments

Avenue G Junior Mortgage.pdf (242 KB)
Avenue G Promissory Note.pdf (128 KB)

11. Executive Session

Subject :	A. Pursuant to 5ILCS 120/2(c)(2) to discuss collective negotiating matters between the public body and its employees or their representatives
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Move to closed session to discuss collective negotiating matters pursuant to 5ILCS 120/2(c)(2) and to discuss the appointment, employment, discipline, performance or dismissal of specific employees of the public body pursuant to 5 ILCS120/2(c)(1)

11. Executive Session

Subject :	B. Pursuant to 5ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	

12. Business Following Executive Session

Subject :	A. Collective Bargaining Agreement with the Local Fraternal Order of Police Patrol Officers
Meeting :	Apr 20, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Collective Bargaining Agreement with the Local Fraternal Order of Police Patrol Officers

Public Content

The contract with the Sterling Fraternal Order of Police ends April 30, 2020. In light of the rapidly changing economic environment amid the Covid-19 pandemic, the Sterling police officers agreed to a one-year term in line with the salaries of other departments in the area and no other changes. The City is grateful to the members for their understanding during this time and the quick and collegial resolution to the contract.