

Monday, May 2, 2022
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue
Zoom Link
<https://us02web.zoom.us/j/81578592432>

1. Meeting Opening

Subject : A. Call to Order
Meeting : May 2, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : May 2, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : May 2, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : May 2, 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 : May 2, 2022 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc04182022.pdf \(91 KB\)](#)

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 :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[admin_20220429_092035.pdf \(603 KB\)](#)
[Accounts Payable by G_L Distribution Report 04_29_2022 9_36_07 AM_Mary McCormick_3D408Q1G.pdf \(369 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Approval of Plan Commission Minutes
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	

File Attachments

[02 18 22 minutes.pdf \(80 KB\)](#)

3. Consent Agenda

Subject :	D. Board of Fire & Police Commission 2021 Annual Report
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Information

File Attachments

[admin_20220420_145913.pdf \(657 KB\)](#)

3. Consent Agenda

Subject :	E. Request to waive fees for the Sterling and Rock Falls Rotary clubs to hold their annual fundraiser at Sterling Marketplace
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve request to waive fees for the Sterling and Rock Falls Rotary clubs to hold their annual fundraisers if acceptable

Public Content

Sterling and Rock Falls Rotary clubs will be combining their annual pork chop BBQ and Corn Boil fundraisers. The event will be held Monday, July 25th, 11:00 AM to 1:00 PM at the Sterling Marketplace. The clubs will offer curbside pick-up and delivery, but there will not be on-premise dining. The Sterling and Rock Falls Rotary clubs are requesting the City Council waive rental fees for use of the Sterling Marketplace for this event.

File Attachments

[Scanned from a Xerox Multifunction Device.pdf \(158 KB\)](#)

Consent

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3. Consent Agenda

Subject :	F. Letter Carriers Food Drive Proclamation
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)

Public Content

The Letter Carriers of Sterling and Rock Falls Post Office will be collecting food on Saturday May 14, 2012. The need continues and contributions have decreased. Please remember to place food by your mailbox on Saturday, May 14.

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 :	G. Taste of Fiesta to hold a bucket brigade on 5 /14/2022
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve petition from Taste of Fiesta to hold a bucket brigade on May 14, 2022

Public Content

Annual campaign to raise funds towards scholarships that are presented to local young person(s) selected as the Fiesta Queen and King.

File Attachments

[admin_20220429_123325.pdf \(51 KB\)](#)

Consent

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5. Recommended Personnel Action

Subject :	A. Pinning of Fire Firefighters
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Presentation

Public Content

Eric Behrens and Jeff Kimpel are being pinned to celebrate the successful completion of their probationary time. Firefighter Behrens is being pinned by his wife Tabatha and Firefighter Kimpel is being pinned by his wife Kim.

6. Presentations and Awards

Subject :	A. Proclamation declaring May 15th as Police Memorial Day and May 15 - 21, 2022 as Police Officers Week
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm

Type :

Information

Public Content

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

File Attachments

[Police Officers Memorial Day 2022.pdf \(228 KB\)](#)

8. Business Items

Subject :	A. Ordinance No. 2022-05-17 Amended and Restated Ordinance Imposing Business District Taxes within the Lincoln Highway Business District
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends approval of Ordinance No. 2022-05-17 Amended and Restated Ordinance Imposing Business District Taxes within the Lincoln Highway Business District

Public Content

Illinois Department of Revenues legal counsel is requesting modifications to original ordinance 2021-09-21 regarding the implementation of the Lincoln Highway BDD tax. While they acknowledge that the ordinance does comply with the statutory requirements and that they will begin administering the tax on July 1, 2022, they have asked that the City adopt an amended ordinance to include some non-substantive clarifications.

File Attachments

[Ord no 2022-05-17 Amended and Restated Ordinance Imposing Business District Taxes within the Lincoln Highway Business District.pdf \(87 KB\)](#)

[Ord 2021-09-21 Lincoln Highway BDD Ordinance Establishing Lincoln Highway BDD.pdf \(82 KB\)](#)
[redline version bdd ord.pdf \(1.682 KB\)](#)

8. Business Items

Subject :	B. Ordinance No 2022-05-18 Approving Zoning Petition of Sterling Commons
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Ordinance 2022-05-18 approving the rezoning of 4204-4312 East Lincolnway to include Planned Development District.

Public Content

Developer, First Midwest Group, is proposing to develop lot 7 with a multi-tenant commercial building with a drive up facility. The developer would like to incorporate shared parking and access to mimic the previously developed sites. The flexibility in a Planned Development District (PDD) Zoning for bulk regulations such as setbacks etc. would allow for this. To ensure the developed sites comply with zoning regulations, the petitioner is requesting to include them in the PDD. It is the recommendation of City Staff to approve Ordinance 2022-05-18 approving the rezoning of 4204-4312 East Lincolnway to include Planned Development District.

The Council referred this to the Plan Commission on April 18th, the Plan Commission held a public hearing on April 21st. The Plan Commission recommends approval of the rezoning for a Planned Development District.

File Attachments

[Ord No 2022-05-18 Sterling LLC PPD.pdf \(90 KB\)](#)
[Petition for Planning Commission.pdf \(863 KB\)](#)
[RZ-Sterling Commons PDD_2022 04 14.pdf \(589 KB\)](#)
[Site Plan Lot 2.pdf \(461 KB\)](#)
[Site Plan Lot 3.pdf \(461 KB\)](#)
[Site Plan Lot 4.pdf \(496 KB\)](#)
[Site Plan Lot 5.pdf \(353 KB\)](#)

8. Business Items

Subject :	C. Ordinance No 2022-05-19 Authorizing Entry into Encroachment Use Agreement 121-123 East 3rd Street
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends approval of Ordinance No 2022-05-19 Authorizing Entry into Encroachment Use Agreement 121-123 East 3rd Street

Public Content

Kurt and Brian Properties LLC purchased the property at 121 - 123 East 3rd Street formerly known as the Hay Market and Beans Coffee House. The owners are proposing significant renovations. As a part of the improvements, additional ingress/egress for safety must be provided, and improvements for compliance with the Americans with Disabilities Act (ADA) for accessibility must also be made. To accomplish this safety improvements, the petitioner is proposing external ramps and access stairs that would be located in the ROW over part of the sidewalk.

The Council referred this to the Plan Commission on April 18th, the Plan Commission held a public hearing on April 21st. The Plan Commission recommends approval of the encroachment agreement.

File Attachments

[Haymarket_Beans Set 1-26-22-compressed.pdf \(2.113 KB\)](#)
[M-Haymarket_ROW Encroachment_2022 04 14.pdf \(798 KB\)](#)
[Haymarket Encroachment.pdf \(100 KB\)](#)
[Ord No 2022-05-19 Haymarket Ordinance Authorizing Entry into Encroach Use.pdf \(76 KB\)](#)

8. Business Items

Subject :	D. Agreement with Wendler Engineering to Develop a Pedestrian Plan
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Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends authorizing the City Manager to enter into an agreement with Wendler Engineering to create a Pedestrian Plan

Public Content

City staff sought a proposal from Wendler Engineering to create a Pedestrian Plan for the City. This would enable the City to make planned pedestrian improvements along future road projects to ensure our existing paths have logical connections to make them useful for students, families, recreational users and commuters alike.

A prioritized plan would help the City make improvements more efficiently. Designing a path after determining a road project slows the engineering and causes disruptions because of utility conflicts or lack of easements, etc. It's also more advantageous for the City to know where conflicts will arise in case other arrangements will need to be made.

The scope of the plan includes among other things:

- A public meeting to gather input
- Path Alignments, routes and widths
- Identification of conflicts
- Construction and estimates

Wendler has been involved with pedestrian plans for the Park District and the County. The attached Park District Plan is very conceptual in nature and isn't as involved as what is proposed here. The County's Greenways Plan was also a broad overview for the entire County. It is outdated as it was completed in 2008 and doesn't take into account utilities, available right-of-way, etc.

File Attachments

[City of Sterling Multi-use Plan proposal.pdf \(1.086 KB\)](#)
[Frasor Copier_20220228_124856.pdf \(1.540 KB\)](#)
[rev-final-whiteside-county-greenways-&-trail---combine.pdf \(3.693 KB\)](#)

8. Business Items

Subject :	E. Sale of the 1996 Alexis Fire Apparatus to the City of Springfield South Dakota in the amount of \$25,000
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends the sale of the 1996 Alexis Fire Apparatus to the City of Springfield South Dakota in the amount of \$25,000

Public Content

On October 19, 2020 City Council approved Ordinance No 2020-10-39 Authorizing the sale/disposal a 1996 Alexis Fire Apparatus. The apparatus was advertised and the City did not receive any sealed bids. The City of Springfield South Dakota has become interested in the apparatus and has presented a bid of \$25,000.

File Attachments

[Please DocuSign Bid Proposal to the Sterling.pdf \(283 KB\)](#)

8. Business Items

Subject :	F. Acceptance of the bid for demolition of a single-family dwelling located at 504 W. 6th Street.
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	It is the recommendation of the Staff that the City Council award the contract to demolish 504 W. 6th Street to Stichter Construction Co, Inc., Erie, Illinois, in the amount of \$14,825.00

Public Content

The City of Sterling took ownership of the subject property at 504 W. 6th Street by means of a Judicial Deed, effective December 13 2021. Bids were advertised for the demolition of the building on March 24, 2022, and two (2) bids were received. The bids were opened on Tuesday, April 26, 2022. The low bid received was from Stichter Construction Co., Inc., Erie Illinois, in the amount of \$14,825.00. The bid was found to be in accordance with the Bid Specifications. Funding for this work will be from the Strong Communities Program (SCP).

File Attachments

[Bid opening minutes - 504 W. 6th St..pdf \(14 KB\)](#)

[Photo 504 W. 6th St Prior to demolition.jpg \(1.286 KB\)](#)

11. Executive Session

Subject :	A. Pursuant to 5ILCS 120/2(c)(1) to discuss the appointment, employment, discipline, performance or dismissal of specific employees of the public body.
Meeting :	May 2, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Move to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.

Public Content

No action will be taken after the closed session.