

Monday, May 16, 2016
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 : May 16, 2016 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : May 16, 2016 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : May 16, 2016 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : May 16, 2016 - 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 16, 2016 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc050216.pdf \(120 KB\)](#)

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 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[Accounts Payable 05-16-16.pdf \(312 KB\)](#)
[apsummary 05-16-16.pdf \(936 KB\)](#)
[Budget Performance Report 04-30-16.pdf \(377 KB\)](#)
[Balance Sheet 04-30-16.pdf \(297 KB\)](#)

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 :	C. Request to waive the bid process and purchase three (3) 2016 Ford Taurus administrative squads for the Police Department from Landmark Ford in Springfield Illinois
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends the city purchase three (3) 2016 Ford Taurus from Landmark Ford in the amount of \$55,680.

Public Content

The Police Department budgeted \$25,000 to purchase and equip one (1) new squad car for the detective section.

The Police Department will be utilizing funds from a federal asset forfeiture account, which are ear marked for the purchase of police equipment to purchase two (2) additional Taurus to replace aging administrative vehicles.

Landmark Ford holds the Illinois state contract for the 2016 Ford Taurus, which prices each vehicle at \$18,560. (see attached quote)

In an effort to purchase locally contact was made with Kunes Country Ford in Sterling to determine if they could match the quote from Landmark, which they could not. (see attached email)

File Attachments

[Landmark Quote.pdf \(29 KB\)](#)

[Kunes email.pdf \(28 KB\)](#)

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 :	D. Partial Pay Request #1 for Martin and Company for Sixth Avenue Roadway and Sanitary Sewer Project in the amount of \$49,030.65
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Partial Pay Request #1 to Martin & Company in the amount of \$49,030.65 for the Sixth Avenue Roadway/Sanitary Sewer Project

File Attachments

[PPP#1 6th Avenue Reconst..pdf \(114 KB\)](#)

3. Consent Agenda

Subject :	E. Acceptance of the bid for demolition of a single family dwelling located at 807 Avenue E
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Award the contract to demolish 807 Avenue E to CPs Demolition Services, of Sterling, Illinois, in the amount of \$4,000.00.

Public Content

The City of Sterling acquired the subject property by a Judicial Deed on March 21, 2016. Bids were advertised for the demolition of the building on April 25, 2016, and three (3) bids were received. The bids were opened on Tuesday May 10, 2016.

The low bid received was from CPs Demolition Services, Sterling, Illinois, in the amount of \$4,000.00. The bid was found to be in accordance with the Bid Specifications.

Funding for this work is being provided through the Blight Reduction Program. A grant awarded to the City of Sterling by the Illinois Housing Development Authority.

File Attachments

[demo bids 807 Avenue E.pdf \(25 KB\)](#)
[807 Ave E.jpg \(793 KB\)](#)

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. Refer to Plan Commission a Staff and Planner initiated petition to rezone several properties currently zoned LM Light Manufacturing to CB Community Business to allow for a number of businesses to be compliant to the zoning district.
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Refer this matter to the Plan Commission for a public hearing at their regularly scheduled meeting June 16, 2016.

Public Content

The properties highlighted in the attached map consists of retail and service uses that are more in line with a Community Business designation instead of the existing Light Manufacturing.

File Attachments

[city rezone.pdf \(1,279 KB\)](#)

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.

5. Recommended Personnel Action

Subject :	A. Swear in Police Officer Harry Blomstrand
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Procedural

Public Content

Harry Blomstrand started with the police department on May 11, 2016. He was born and raised in Chicago. Being a police officer is in the Blomstrand family, his father, 2 uncles, brother, and 5 cousins all officers for Chicago P.D.

He started his career with the Maui Police Department, shortly after being hired for Maui he was offered a job with his hometown department. He was with the Chicago Police Department for 10 years.

He is married with 3 daughters all under the age of 4. They have moved to Amboy with family and are looking for a house in the Sterling area.

6. Presentations and Awards

Subject :	A. Proclamation Declaring National Public Works Week -- May 15 - 21, 2016
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Proclaim May 15 - 21, 2016 at National Public Work Week

Public Content

Annually, the City of Sterling recognizes National Public Works Week. This year, National Public Works Week will be May 15 - 21, 2016.

File Attachments

[Proc-Public Works Week.pdf \(103 KB\)](#)

6. Presentations and Awards

Subject :	B. Proclamation for National Nursing Home Week May 8-14, 2016
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve the Proclamation declaring May 8-14, 2016 as National Nursing Home Week in Sterling, Illinois.

Public Content

Skilled nursing centers are holding events in observance of National Nursing Home Week May 8th through May 14th, 2016. This years theme is "Its a Small World with a Big Heart."

File Attachments

[Proc Nat'l Nursing Home Week.pdf \(46 KB\)](#)

7. Unfinished Business

Subject : A. Lawrence Brothers Building - suggestions (Elston and Wilen)

Meeting : May 16, 2016 - City Council Meeting at 6:30 pm

Type :

7. Unfinished Business

Subject : B. Code Updates: Amusement Devices

Meeting : May 16, 2016 - City Council Meeting at 6:30 pm

Type : Discussion

Public Content

When gaming devices were legalized by the State of Illinois, amusement devices have decreased in numbers. We have been approached by the amusement device operators to review our fees. We currently charge \$1600 annually for an Amusement Operator License, \$40 per machine, \$100 for an amusement center if there are more than thee machines in one location. Cost per gaming devices is \$25 per machine with no additional fees.

I have attached a copy of the Code dealing with amusement and gaming devices.

File Attachments

[MECHANICAL_AMUSEMENT_DEVICES.pdf \(280 KB\)](#)

8. Business Items

Subject : A. Award 50/50 Sidewalk Contract to Burger Brothers

Meeting : May 16, 2016 - City Council Meeting at 6:30 pm

Type : Action

Recommended Action : Award Bid to Burger Brothers in the amount of \$9.50 per square foot and accompanying curb costs.

Public Content

For many years, the City has offered a 50/50 sidewalk program to residents to replace City sidewalks. The contractor that has done this for the last year, opted out of renewing his contract. We received three bids below for the opening on March 31.

Bid minutes are attached.

HabbenLawn & Landscape was the low bidder but did not submit a bid security.

Therefore, staff recommends awarding the contract to the lowest qualified bidder, Burger Brothers.

File Attachments

[bids sidewalk program.pdf \(34 KB\)](#)

8. Business Items

Subject :	B. Award Bid for Miller Street Lift Station
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Award Miller Street Lift Station work to low Bidder, Stichter Construction in Erie, Illinois, in the amount of \$70,733.14

Public Content

The Miller Lift Station and force main has been leaking and allowing in significant inflow and infiltration during and after rain storms. The lift station used to serve larger parts of the area south of Wallace Street, but now only serves the shower house for the mill. This project entails replacement of the leaking force main and plugging the leaking pipes that feed to the lift station that no longer service abandoned areas south of Wallace. This project was budgeted in the FY 16-17 Sewer Fund Budget for \$95,000, including engineering.

File Attachments

[Miller Street Lift Station - Award Recommendation.pdf \(2,415 KB\)](#)
[miller lift station bid minutes.pdf \(35 KB\)](#)
[miller lift station bid tabs.pdf \(258 KB\)](#)
[Miller Street Forcemain Replacement_Alternative No 1.pdf \(184 KB\)](#)
[Miller leaking.pdf \(502 KB\)](#)

8. Business Items

Subject :	C. Approve Personnel Manual Updates
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve the Personnel Manual Updates

Public Content

After approval of the Personnel Manual, members of the staff requested further changes. The changes are:

- Adding foster children to the definition of immediate family
- Changes for the Library to holidays, and eliminated some references to specific positions within the Library
- Added a section on compensatory time in lieu of overtime (page 13)
- A clarification to the dress code regarding capri style pants

File Attachments

[Personnel Manual May 17 2016.pdf \(764 KB\)](#)

11. Adjourn

Subject :	A. Adjourn to Study Session on Code Enforcement
Meeting :	May 16, 2016 - City Council Meeting at 6:30 pm
Type :	