

Monday, July 6, 2020
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA

Pursuant to Governor Pritzker's 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://us02web.zoom.us/j/84930071627>

Or iPhone one-tap :

US: +13126266799, 88522806120# or +13017158592, 88522806120#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 301 715 8592 or +1 929 205 6099 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 88522806120

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 tsathoff@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 :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Procedural

1. Meeting Opening

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

1. Meeting Opening

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

2. Communication from Visitors

Subject :	A. Public Comment
Meeting :	Jul 6, 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 : Jul 6, 2020 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc61920.pdf \(115 KB\)](#)

[cc61520.pdf \(139 KB\)](#)

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

Public Content

File Attachments

[Schedule of bills payable and payroll 7.6.20.pdf \(384 KB\)](#)

[Accounts payable 7.6.20.pdf \(428 KB\)](#)

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. Approval of Plan Commission Minutes
Meeting : Jul 6, 2020 - City Council Meeting at 6:30 pm

Type : Action (Consent)
Recommended Action : Approve minutes as presented

File Attachments

[05 21 20 PC Minutes.pdf \(157 KB\)](#)

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. Pay Request #4 for reconstructing Johnson Avenue from 14th Street to LeFevre Road to Twin City Construction Company in the amount of \$47,360.53

Meeting : Jul 6, 2020 - City Council Meeting at 6:30 pm

Type : Action (Consent)

Recommended Action : Staff and the City's Consulting engineer recommend partial pay Request #4 to Twin City Construction Company in the amount of \$47,360.53

Public Content

Johnson Avenue, Phase I, from LeFevre to 14th is substantially complete. Pay Estimate #4 reflects the project is nearly complete. The project requires a final walk-through and punchlist prior to final payment.

File Attachments

[Pay request 4 Johnson Ave Phase I.pdf \(1.281 KB\)](#)

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 : E. Pay Request #5 for 2019 Street Program Contract #1 Roadway Reconstruction of 2nd Avenue, 6th Avenue and 13th Street in the amount of \$32,038.47

Meeting : Jul 6, 2020 - City Council Meeting at 6:30 pm

Type : Action (Consent)

Recommended Action :

Staff and the City's Consulting engineer recommend partial payment #5 in the amount of \$32,038.47 to Civil Constructors, Inc.

Public Content

This payment includes road and storm sewer construction work completed on W. 6th Street, south of Kidd Field. The project is awaiting final punchlist items before final payment.

File Attachments

[Pay request 5 2019 Street Program.pdf \(709 KB\)](#)

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. Pay Request #6 for Dillon Avenue Reconstruction from West 11th Street to West 4th Street Phase 2 to Civil Constructors, Inc. in the amount of \$204,127.64
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff and the City's Consulting engineer recommend partial payment #6 to Civil Constructors, Inc. in the amount of \$204,127.64

Public Content

Pay Request #6 for Dillon Avenue Reconstruction from West 11th Street to West 4th Street reflects substantial completion of the project. Site restoration, including backfilling and seeding, is the next step toward the completion of the project.

File Attachments

[Pay request 6 Dillon Ave.pdf \(1.664 KB\)](#)

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 :	G. Pay Request #2 for Lynn Blvd/LeFevre Road New Construction of Roundabout to Martin and Company Excavating, in the amount of \$105,178.19
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff and the Citys Consulting engineer recommend partial payment #2 to Martin and Company Excavating, in the amount of \$105,178.19

Public Content

The improvements to the Lynn and Lefevre intersection are roughly 20% complete. Progress has been slowed by utility relocations. A late summer/early autumn completion is still anticipated.

File Attachments

[Pay request 2 Lynn and LeFevre.pdf \(1,425 KB\)](#)

3. Consent Agenda

Subject :	H. Pay Request #6 to Martin & Company Excavating in the amount of \$471,931.77 for the Northland Mall Regional Detention Basin
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff and the Citys Consulting engineer recommend partial payment #6 to Martin and Company Excavating, in the amount of \$471,931.77

Public Content

The regional detention basin serving Northland Mall and surrounding areas is now substantially complete. The aeration fountain for the retention basin needs to be completed and a final bill for transporting fill to the riverfront is outstanding.

File Attachments

[Pay request 6 Northland Mall.pdf \(1,307 KB\)](#)

5. Recommended Personnel Action

Subject :	A. Appoint Anthony Crisp to the Sterling Municipal Band Commission
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Mayor Lee's appointment of Anthony Crisp to the Sterling Municipal Band Commission

File Attachments

[Crisp Band Commission application.pdf \(79 KB\)](#)

5. Recommended Personnel Action

Subject : B. Recognition of Retirement

Meeting : Jul 6, 2020 - City Council Meeting at 6:30 pm

Type :

8. Business Items

Subject : A. Ordinance No. 2020-07-22 Annexing certain territory contiguous to the City of Sterling (Steelton Subdivision - Group 7)

Meeting : Jul 6, 2020 - City Council Meeting at 6:30 pm

Type : Action

Recommended Action : Approval of Ordinance #2020-07-22 annexing certain territory contiguous to the City of Sterling (Steelton Subdivision - Group 7).

Public Content

On June 1, 2020 the City Council referred this matter to the Plan Commission. A public hearing was held at the Plan Commission meeting on June 25, 2020, regarding the proposed annexation and zoning recommendations for the 9 parcels. These property owners have all been connected to city sewer for years and have signed pre-annexation agreements on file. All property owners have received notification of the annexation.

File Attachments

[Ordinance 2020-7-22 Annexing Property \(Group 7\) 1-29-20.pdf \(319 KB\)](#)
[R2020-6-15 Steelton 7 map.pdf \(243 KB\)](#)

8. Business Items

Subject : B. Resolution No. R2020-07-18 to refer consideration to annex certain territory contiguous to the City of Sterling (Steelton subdivision - Group 8)

Meeting : Jul 6, 2020 - City Council Meeting at 6:30 pm

Type : Action

Recommended Action : Resolution #R2020-07-18 to refer consideration to annex certain territory contiguous to the City of Sterling (Steelton subdivision - Group 8) to the Plan Commission for a public hearing on July 16, 2020

Public Content

This is Round 8 of the annexations of the Steelton Subdivision. These 10 properties have connected to city sewer and have annexation agreements to annex once contiguous.

File Attachments

[R2020-7-18 \(Steelton Group 8\).pdf \(314 KB\)](#)

[STERLING Group 8 Territory Map 1-29-20.pdf \(90 KB\)](#)

8. Business Items

Subject :	C. Ordinance No. 2020-7-23 Amending Chapter 42, Article IV Of the Sterling City Code Relating to Controlled Prairie Grass Burns
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends Council approve Ordinance No. 2020-7-23 Amending Chapter 42, Article IV Of the Sterling City Code Relating to Controlled Prairie Grass Burns

Public Content

The City has increased the amount of prairie inside the City both through the riverfront restoration and annexation. The most ecological way to maintain and control prairie areas is through controlled burns. Existing ordinances do not allow for open burns of this nature. The proposed ordinance allows the City to hold controlled burns, as recommended by the ecologist assisting us with the riverfront, with the approval of the Fire Chief. The ordinance also allows a property owner to make application to the building and zoning department to conduct a controlled burn, with permission from the Fire Chief.

File Attachments

[R2020-7-23 prairie burn.pdf \(150 KB\)](#)

8. Business Items

Subject :	D. Ordinance No. 2020-7-24 Annexing certain territory to the City of Sterling, owned by Chavez Real Estate LLC, PIN# 11-19-404-010, commonly known as 407 East Avenue
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Ordinance #2020-07-24 annexing certain territory to the City of Sterling, PIN# 11-19-404-010, commonly known as 407 East Avenue.

Public Content

The building located at 407 East Avenue has been used primarily as storage. It has recently changed hands and the new owners are bringing a steel carport business into the building. The building is now being used in a different manner which requires bathroom facilities which requires a connection to the City sewer. This

property is contiguous to the City of Sterling, all sewer connection fees have been paid and the connection has been made.

File Attachments

[Ord Annex 407 East Chavez vh.pdf \(14 KB\)](#)

[ChavezRealEstateMapAnnexation.pdf \(266 KB\)](#)

8. Business Items

Subject :	E. Ordinance No. 2020-7-25 Amending the zoning map to reclassify property owned by Gregory A. Majeski (PIN # 11-22-260-003) from Community Business (CB) to Community Business with Special Use (CB-SU) to permit a stand alone parking lot.
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Ordinance No. 2020-7-25 Amending the zoning map to reclassify property owned by Gregory A. Majeski (PIN # 11-22-260-003) from Community Business (CB) to Community Business with Special Use (CB-SU) to permit a stand alone parking lot.

Public Content

The petitioner Greg Majeski has requested the special use designation on this property to allow for a stand alone parking lot. The property is located at the corner of E 4th Street and 17th Avenue. A public hearing was held at the Plan Commission meeting on June 25, 2020, regarding the proposed amendment. There was discussion on lighting standards, use of the property, landscaping needs, fencing requirements and water runoff. The Plan Commission recommends moving forward with the special use to allow a stand alone parking lot.

File Attachments

[2020-7-25 Majeski special use ordinance.pdf \(183 KB\)](#)

8. Business Items

Subject :	F. Bid for 2020 Street Program, Contract #1 6th Avenue, Grind and Overlay to Twin City Construction from Sterling in the amount of \$259,777.00
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Award Bid for 2020 Street Program, Contract #1 6th Avenue, Grind and Overlay to Twin City Construction from Sterling in the amount of \$259,777.00

Public Content

This payment includes road and storm sewer construction work completed on W. 6th Street, south of Kidd Field. The project is awaiting final punchlist items before final payment.

File Attachments

[2020 6th ave grind and overlay.pdf \(60 KB\)](#)

[B2020-06-01 Willet Hoffman.pdf \(263 KB\)](#)

8. Business Items

Subject :	G. Bid for Johnson Avenue, Phase II, East 12th Street to East 14th Street to Twin City Construction in the amount of \$227,777.00
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Award Bid for Johnson Avenue, Phase II, East 12th Street to East 14th Street to Twin City Construction in the amount of \$227,777.00

Public Content

The City recently completed the reconstruction of Johnson Avenue from LeFevre to 14th Street. The 9th to 10th block of Johnson Avenue was completed a few years prior. The section of Johnson from 12th to 14th is the last section that needs rebuilt. Like the other sections, this portion of Johnson lacks curbs and proper drainage. There is limited sidewalk along Johnson and most of it is in substandard condition. This project will include coring out the road, installing new curb, sidewalk, ADA corners, stormwater sewer and asphalt surface.

This project will be paid with Local Option Sales Tax - Stormwater funds

File Attachments

[2020 Johnson Ave Phase II.pdf \(61 KB\)](#)

[B2020-06-02 Willet Hoffman.pdf \(518 KB\)](#)

8. Business Items

Subject :	H. CivicEngage Website Redesign Services
Meeting :	Jul 6, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve CivicEngage Website Redesign Services to develop a new website

Public Content

The City budgeted \$25,000 for a new website in the FY 19-20 General Fund budget, however, the project approval was delayed until FY 20-21 for several reasons, including the Covid-19 pandemic. Our current

website was designed in 2011 and uses a now-dated ColdFusion server to operate. The new design firm offers far more functionality and developer support, which the current site does not have. The new site will ensure mobile compatibility, ease of updates, and ADA compliance, among other improvements.

Deputy Clerk Sathoff, Assistant Dillow and Manager Shumard reviewed several potential developers, with an emphasis on developers with municipal experience. The committees consensus was CivicPlus provided the best platform for the City for design and ease of use.

CivicEngagepart of CivicPlus, submitted a proposal to create a new website for the City, along with support and hosting for \$19,999. The proposed timeline envisions a new website becoming live in 16-28 weeks. Civic is one of the top municipal website designers. They have among their numerous Illinois clients, Aurora, Batavia, DeKalb, Elgin, Normal, Moline, East Moline Rock Island, Lee County and Peoria County.

File Attachments

[IL - Sterling - CivicEngage - Proposal - 06162020.pdf \(5.627 KB\)](#)

[Sterling IL - MSA.pdf \(45 KB\)](#)

[Sterling IL - SOW.pdf \(37 KB\)](#)

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.