

Monday, August 20, 2018
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 : Aug 20, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Aug 20, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Aug 20, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Aug 20, 2018 - 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 : Aug 20, 2018 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc080618.pdf \(132 KB\)](#)

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 :	Aug 20, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[Balance Sheet 07-31-18.pdf \(330 KB\)](#)
[Budget Performance 07-31-18.pdf \(386 KB\)](#)
[Acct Pay 08-20-18.pdf \(235 KB\)](#)
[apsummary 08-20-18.pdf \(395 KB\)](#)

Consent

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8. Business Items

Subject :	A. Agreement to Provide Transportation Engineering Services for the Lynn Boulevard and LeFevre Road Intersection
Meeting :	Aug 20, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of the agreement to provide transportation engineering services for the Lynn Boulevard and Lefevre Road intersection in the amount of \$99,950.

Public Content

The intersection of W. Lefevre and Lynn Boulevard was the subject of numerous complaints due to close calls and delays, particularly during harvest season when large trucks were heading toward the scales near 4th and Lynn. HALO Branded Solutions announced it was moving its operations to the Meadowlands Business Park in 2017. With its hundreds of employees and plans for expansion, this was going to create an even greater

burden on the capacity of the intersection. In March of 2017, the City engaged its planning firm, Mead & Hunt, to perform a Traffic Impact Analysis for the intersection. A report was delivered in April to the City (see attached) and Troy Pankratz of Mead & Hunt gave a presentation to the City Council at the December 18, 2017 meeting on roundabouts (see attached). analysis of the intersection determined that a signalized intersection would deliver a grade B Level of Service rating vs a roundabout which would deliver a grade A Level of Service rating and offered the shortest queues. The study also noted that a single lane roundabout would provide for a safer intersection than a signalized intersection. Following the study, concerns were raised over the special requirements for Astec Mobile Screens and other trucking concerns. Mead & Hunt provided information to allay those fears (see the OSOW attachment).

In April of 2018, Mead & Hunt offered a proposed scope of work for design of the intersection. The City reviewed the document and worked with the staff of Mead & Hunt to come to a final proposal in line with the City's actual needs. Troy Pankratz is one of 9 Level 3, the top level, roundabout designers approved by the Wisconsin DOT. Staff is confident in his abilities as project manager for this very important intersection.

File Attachments

- [lynn-lefevre info.pdf \(6.411 KB\)](#)
- [lynn-lefevre letter contract.pdf \(923 KB\)](#)
- [lynn-lefevre memo.pdf \(2.819 KB\)](#)
- [lynn-lefevre oversize.pdf \(1.987 KB\)](#)

8. Business Items

Subject :	B. Discussion on Mural Applications and Chapter 2, Article V, Division 14 Mural Commission
Meeting :	Aug 20, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Discuss Chapter 2, Article V, Division 14 regarding the Mural Commission and how best to handle the vacancies, the ordinance and current or future applications or whether to consider a different administrative structure/abolish Commission

Public Content

Annie Hermes has been asked by Dr. Miles to paint a mural on the silos located in the 200 block of Third Avenue. Hermes has been working with Building and Zoning Superintendent Amanda Schmidt on permission and insurance matters. Hermes has requested to begin work September 8th and would need Council approval to close the north lane of 2nd Street to accommodate a lift.

Under City Ordinances, murals require a permit and part of the permit application process is referring the application to the Mural Commission. At this time, the Mural Commission is vacant, making it impossible to follow our own ordinances. Further, the murals tentatively approved by the Building and Zoning Superintendent without Mural Commission referral yet, differ from the latest submission. Our ordinances read as follows:

Sec. 2-360. - Permits. No person shall paint or install or affix a *mural* on any building or structure located within the city without first obtaining a permit for such painting or installation from the department of community services. Applications shall be filed with the department of community services which shall refer the petition to the *mural* commission for its review and recommendation. The recommendation of the *mural* commission shall be advisory only.

The mural commission shall have the following powers and duties:

- (1) Review all applications for a permit to paint murals;
- (2) To meet and consult with applicants for permits;
- (3) To provide information and resource material to applicants for permits;
- (4) To advise and encourage applicants for permits to design murals consistent with the purpose for which this division is adopted; and
- (5) To render an advisory recommendation to the department of community development upon the completion of the review of applications for mural permits.

The mural commission shall review each application in accordance with the following standards:

(1) The compatibility of the proposed mural with the purposes for which the commission was established, to-wit:

- a. To enhance the beauty and attractiveness of the city;
- b. To promote the city as a retail and service area of the city;
- c. To educate citizens of the city and surrounding areas about the city's heritage and history;
- d. To build pride in the city; and
- e. To promote tourism in the city and surrounding areas.

(2) The visual compatibility of the proposed mural considering the style and architecture of the building or structure on which the mural is to be painted or affixed, and the style and architecture of adjacent buildings and other murals which may have been painted or affixed in the city and including:

- a. The height and width of the building on which the mural is to be painted;
- b. The rhythm of solids and voids in front facades, and the rhythm of spacing and buildings on street;
- c. The relationship of materials, texture and color; and
- d. The historical and cultural content of the proposed mural.

Art is clearly a very subjective matter. City staff appreciates the desire to make art of the silos and is supportive of the silos being used as an art medium, but would also prefer a Commission dedicated to the murals have input rather than making the decision based on one persons opinion of whether it meets the above criteria. In June, staff sent out a request to Main Street and Woodlawn Arts Academy seeking suggestions for the Commission. The Woodlawn Director forwarded the request and encouraged the request to be forwarded again. Only one name was received from all the requests. Staff would like direction from the Council on how to proceed with the mural process going forward, including use of the Mural Commission, the ordinance as written and how to work with the current mural permit applicant.

Annie Hermes will be at the meeting to answer any questions regarding the current permit request.

File Attachments

[silo art.jpg \(439 KB\)](#)

[mural commission Chapter 14.pdf \(104 KB\)](#)

11. Executive Session

Subject :	A. Move to "Closed Session" as provided for under 5 ILCS 120/2(c) for the purpose of discussing personnel performance
Meeting :	Aug 20, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Make a motion to adjourn to closed session as provided for under Subsection 1 of 5 ILCS 120/2(c) for discussion of personnel performance.

Public Content

5 ILCS 120/2(c) provides the Governing Body with certain exceptions to the Open Meetings Act and allows for the conducting of a closed session. Personnel is covered under subsection (1) of 5 ILCS 120/2 (c). It is the policy of the City of Sterling to conduct discussions relating to personnel in such a closed session.

5 ILCS Section 120/2a provides A public body may hold a meeting closed to the public, or close a portion of a meeting to the public, upon a majority vote of a quorum present, taken at a meeting open to the public for which notice has been given as required by this Act.. Therefore, the City Council should move by simple majority vote to go into a closed session for the purpose as stated above.

12. New Business

Subject :	A. Action on City Manager's Evaluation
Meeting :	Aug 20, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Follow up action from review of City Manager's evaluation