

Tuesday, September 7, 2021
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA

Please click the link below to join the webinar:

Link to join Webinar

<https://us02web.zoom.us/j/87191121989>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Sep 7, 2021 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Sep 7, 2021 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Sep 7, 2021 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Sep 7, 2021 - 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 : Sep 7, 2021 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc08162021.pdf \(129 KB\)](#)

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 :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[admin_20210901_143405.pdf \(898 KB\)](#)
[Accounts Payable by G_L Distribution Report 09_01_2021 2_47_38 PM_Mary McCormick_3D4082ML.pdf \(427 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Pay Request to Strand Associates Inc. for the 2020 Stormwater Projects in the amount of \$31,382.72.
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of the Pay Request to Strand Associates Inc. for the 2020 Stormwater Projects in the amount of \$31,382.72.

Public Content

This invoice is in accordance with the engineering service agreements for the first month of Resident Project Representative services for 4th and 5th Avenues. This invoice includes site staking for storm sewer, construction administration, shop reviews and survey preparation.

Funds for this engineering come from the Stormwater Fund.

File Attachments

[admin_20210818_144812.pdf \(33 KB\)](#)

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3. Consent Agenda

Subject :	D. Newman Central High School Homecoming Parade on September 24, 2021
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve the petition from Newman Central Catholic High School to hold a Homecoming Parade on September 24, 2021

Public Content

Newman High School petitioned the City to conduct their annual Homecoming parade on September 24, 2021, at 2:00pm. Attached is the letter from Newman, including the requested route.

File Attachments

[admin_20210824_150731.pdf \(28 KB\)](#)

Consent

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3. Consent Agenda

Subject :	E. Sterling High School Homecoming Parade on October 1, 2021
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve the Sterling High School Homecoming Parade on October 1, 2021

Public Content

Sterling High School petitioned the City Council to conduct their annual homecoming parade on October 1, 2021, at 3:30pm. The letter states Friday October 2nd, after confirming with staff the correct date is Friday October 1st.

File Attachments

[Parade Route.pdf \(56 KB\)](#)

[Parade Letter.docx.pdf \(40 KB\)](#)

Consent

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3. Consent Agenda

Subject :	F. Proclamation Declaring September 12th through September 18th, 2021 as Chamber of Commerce Week.
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Proclamation Declaring September 12th through September 18th, 2021 as Chamber of Commerce Week.

Public Content

This proclamation recognizes the contributions of the Sauk Valley Area Chamber in our community

File Attachments

[Chamber Proclamation Week Council Sept 2021.pdf \(74 KB\)](#)

3. Consent Agenda

Subject :	G. Knights of Columbus #662 to hold a bucket brigade on 9/11/2021
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve the petition, if acceptable, from Knights of Columbus #662 to hold a bucket brigade on 9/11/2021.

Public Content

Annual Tootsie Roll Drive to raise funds to support local programs that assist people with special needs.

File Attachments

[K of C 2021.pdf \(140 KB\)](#)

Consent

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3. Consent Agenda

Subject :	H. Sauk Valley Marine Corps League to hold a bucket brigade on 9/25/2021
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve the petition, if acceptable, from Sauk Valley Marine Corps League to hold a bucket brigade on 9/27/2021

Public Content

This is an annual fund-raising campaign for the Sauk Valley Marines"Veterans Helping Veterans" program.

File Attachments

[SV Marines 2021.pdf \(163 KB\)](#)

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3. Consent Agenda

Subject :	I. PADS Homeless Shelter to hold a bucket brigade 10/9/2021
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve the petition, if acceptable, from Twin Cities PADS Homeless Shelter, to hold a buck brigade on 10/9/2021.

Public Content

This is the local PADSannual campaign to raise funds for the day-to-day operations of theirfacility which provide shelter to the homeless in our area.

File Attachments

[Pads 2021.pdf \(130 KB\)](#)

Consent

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8. Business Items

Subject :	A. Ordinance No. 2021-09-21 Authorizing the Lincoln Highway Business District
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Ordinance No. 2021-09-21 Authorizing the Lincoln Highway Business District

Public Content

In early 2014, the Kmart store on Lincolnway closed permanently. Since that time, the property has sat vacant. A developer acquired the property in 2020 after discussing potential development incentives with the City, including a Business Development District (BDD). The City has worked with Attorney Rob Lesage of WMPJ and SB Friedman to establish a Business Development District within the proposed Lincolnway TIF. The boundary of the BDD is smaller than the proposed TIF and only includes the former Kmart property and associated outlots.

A BDD allows for a higher sales tax within the area, up to one percent in .25% increments, to be used to reimburse redevelopment costs. By reimbursing the developer through sales taxes generated in the area, the developer can offer more attractive lease terms to attract new retail tenants to the site. The BDD does not impose a new sales tax on any property outside of the BDD area, which in this case, is the former Kmart and its outlots. This does not include nor affect the former Beef-a-Roo site or former Moore Machine Shop. Like a TIF, the BDD expires in 23 years.

A Public Hearing on Lincoln Highway Redevelopment Business District was held on August 16, 2021.

File Attachments

[Ord 2021-09-21 Lincoln Highway BDD Ordinance Establishing Lincoln Highway BDD.pdf \(82 KB\)](#)
[City of Sterling - Lincoln Highway Business District Eligibility Study and Plan - 2021_04_21.pdf \(749 KB\)](#)

8. Business Items

Subject :	B. Ordinance 2021-09-22 Authorizing Economic Development Grants to a Defined Group of Holders of Liquor Licenses.
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Ordinance 2021-09-22 Authorizing Economic Development Grants to a Defined Group of Holders of Liquor Licenses.

Public Content

During various phases of the COVID-19 pandemic, the State of Illinois imposed restrictions on restaurants and taverns requiring that they be completely closed, or be limited to carry-out and/or outdoor seating. The Mayor, City Council and Liquor Commission have discussed the impact to restaurants, taverns, throughout the City, particularly those that undertook great effort to maintain compliance with restrictions imposed by the State of Illinois during the COVID 19 pandemic. Under State Statute, the Council is authorized to expend funds, including the making of grants to businesses, for the promotion of economic development within the City. The City sought recommendations from our community partners for issuing grants to liquor license holders to offset certain costs while reopening of businesses continues as part of the Restore Illinois Plan. The suggested amounts are included within the Ordinance.

File Attachments

[Ord 2021-09-22 Authorizing Economic Development Grants to a Defined group of holders of Liquor Licenses.pdf \(89 KB\)](#)

8. Business Items

Subject :	C. Waive Bid Process and Award Bid to Sterling Environmental for Underground Storage Tank Removal
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends approval of Waiving the Bid Process and Awarding the Bid to Sterling Environmental for Underground Storage Tank Removal

Public Content

In the course of demolishing the training building at the former Stanley-National site, the City's contractor unearthed an underground storage tank (UST) beneath the building that was not known to exist. Sterling Environmental has coordinated with the Office of the State Fire Marshal for future removal of the tank as required and solicited quotes on behalf of the City for removal of the tank.

Sterling Environmental proposed coordinating the removal of the tank using the low quote received to minimize the overall overhead costs and assist the City in oversight to ensure the work is done in accordance with the law. Staff believes this is the ideal arrangement to ensure the project is done correctly and with the least overhead.

Attached are quotes for the removal of the UST at the former National Manufacturing. I have outlined what is required at this point. Requirements are outlined on Page 1. Page 2 contains Sterling Environmental's recommendations. Page 3 has some additional companies that quoted but prices were higher. Several more companies were solicited, but did not respond.

File Attachments

[Contract - City of Sterling UST - 1 Wallace St..pdf \(2,320 KB\)](#)
[National - UST Quotes - Revised.pdf \(853 KB\)](#)
[National UST.jpg \(882 KB\)](#)

8. Business Items

Subject :	D. Agreement for Development of a Wastewater Facility Plan
Meeting :	Sep 7, 2021 - City Council Meeting at 6:30 pm

Type :

Action

Recommended Action :

Staff recommends Council authorize the City Manager to enter into an agreement with Willett Hofmann and Associates to complete a Wastewater Facility Plan for the City.

Public Content

A wastewater facility plan is required for new or modified sewerage systems. The basic purpose of facility planning is to assess the condition of a sewerage system, establish a need for improvement, evaluate options to address system needs and to identify cost-effective alternatives. The IEPA permitting process puts requirements on the City for various studies and metrics as requirements change over the years. The combination of age of plant and its capabilities, or lack thereof, such as the inability to reduce phosphorous to anticipated standards requires the City to take steps toward a new plant. A Wastewater Facility Plan will evaluate options such as plant-type, configuration and even options for siting the new plant, whether on or near the current location or elsewhere. Staff from the Wastewater Treatment Plant reviewed two proposals from engineering firms the City works with and has recommended the proposal from Willett Hofmann and Associates. Having the plan is also an eligibility requirement for the City to receive a no or low interest loan from the State for the construction of a new plant. Funds for the Facility Plan will come from the Wastewater Treatment Plant Fund.

File Attachments

[WHA Facility Plan Proposal.pdf \(900 KB\)](#)