Tuesday, September 8, 2020
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA

Pursuant to Governor Pritzkers 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.

Please click the link below to join the webinar:
https://us02web.zoom.us/j/81939502478
Or iPhone one-tap :
US: +13126266799,,81939502478# or +13017158592,,81939502478#
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 +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782
Webinar ID: 819 3950 2478

1. Meeting Opening

Subject :	A. Call to Order
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Procedural

1. Meeting Opening

Subject :	B. Roll Call
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Procedural

1. Meeting Opening

Subject :	C. Pledge of Allegiance
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Procedural

2. Communication from Visitors

Subject :	A. Public Comment
Meeting :	Sep 8, 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 :	Sep 8, 2020 - City Council Meeting at 6:

	30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Minutes as presented

File Attachments

cc08172020.pdf (80 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 8, 2020 - 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 by G_L Distribution Report 09_02_2020 3_01_48 PM_Mary McCormick_3D407306.pdf (399 KB)
Bills payable.pdf (687 KB)

Consent

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3. Consent Agenda

Subject :	C. Approval of Plan Commission Minutes
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve minutes as presented

File Attachments

07 16 20 PC Minutes.pdf (157 KB)

Consent

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3. Consent Agenda

Subject :	D. RedZone Robotics Inc. Annual Payment 1 of 5 for $243,732.46
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of payment #1 in the amount of $243,732.46

Public Content

The City Council approved a contract with RedZone Robotics to assess the entire sanitary sewer system to help find sources of increased inflow and infiltration (I&I) at the May 18, 2020 meeting. Redzone Robotics is sending robots into every foot of sewer, televising it, tagging GPS locations in GIS, and creating a report of all the deficiencies in the system with a rating. There are approximately 5.5 miles of sewer left to evaluate, but there are blockages that must be addressed first. RedZone has delivered initial reports for some of the completed areas.

The City budgeted for this in the FY 20-21 budget in the wastewater fund

File Attachments

Redzone Robotics invoice.pdf (257 KB)

Consent

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3. Consent Agenda

Subject :	E. Pay Request #1 for 2020 Street Contract Program #1, 6th Avenue - 11th Street to LeFevre to Twin City Construction in the amount of $263,799.02
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Pay Request #1 for 2020

	Street Contract Program #1, 6th Avenue - 11th Street to LeFevre to Twin City Construction in the amount of $263,799.02

Public Content

On July 6th the City awarded the contract to grind and overlay 6th Avenuefrom 11th Street to LeFevretoTwin City Construction in the amount of $269,182.67.Work is complete. Payment #1 reflects full payment less 2% retainage for final punch list items.

File Attachments

6th Avenue - 11th Avenue Pay Request #1.pdf (1,017 KB)

Consent

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3. Consent Agenda

Subject :	F. Pay Request #5 (Final Payment) for reconstructing Johnson Avenue from 14th Street to LeFevre Road to Twin City Construction Company in the amount of $14,212.40
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Pay Request #5 (final payment) to Twin City Construction Company in the amount of $14,212.40

Public Content

The City awarded the contract to rebuild Johnson Ave from LeFevre to 14thStreet to Twin City Construction in the amount of $294,777.77. This included new storm drainage and added curb and sidewalk to the roadway. Funds for this project came from the Stormwater Fund.

File Attachments

Reconstruction of Johnson Ave Pay Request.pdf (1,279 KB)

Consent

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3. Consent Agenda

Subject :	G. Pay Request #6 (Final Payment) for 2019 Street Program Contract #1
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Pay Request #6 (Final Payment) for 2019 Street Program Contract #1 Roadway Reconstruction of 2nd Avenue, 6th Avenue and 13th Street in the amount of $9,714.50.

Public Content

The final payment for the 2019 street contract reflects the additional work that was added to the contract and carried over to 2020. W. 6th Street, south of Kidd Field, was completed this year after a fall 2019 start

File Attachments

Roadway Reconstruction of 2nd 6th 13th Pay Request (002).pdf (682 KB)

Consent

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3. Consent Agenda

Subject :	H. Pay Request #3 for Lynn Blvd/LeFevre Road New Construction of Roundabout to Martin and Company Excavating, in the amount of $351,210.09
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff and the Citys Consulting Engineer recommend partial payment Pay Request #3 for Lynn Blvd/LeFevre Road New Construction of Roundabout to Martin and Company Excavating, in the amount of $351,210.09

Public Content

Work on the intersection is more than half complete. Payment #3 is for work completed through September 3rd.

File Attachments

Roundabout Pay Request - Council Sept 2020.pdf (1,426 KB)

Consent

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3. Consent Agenda

Subject :	I. Pay Request #1 for Johnson Avenue from 14th Street to 12th Street Phase II to Twin City Construction Company in the amount of $78,667.38
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Pay Request #1 for Johnson Avenue from 14th Street to 12th Street Phase II to Twin City Construction Company in the amount of $78,667.38

Public Content

The City Council approved Johnson Avenue, Phase II, East 12th Street to East 14th Street to Twin City Construction in the amount of $227,777.00 The project includes coring out the road, installing new curb, sidewalk, ADA corners, stormwater sewer, and asphalt surface. Twin City is making good progress from north to south on the project. Pay request #1 is for work through September 3rd.

File Attachments

[Johnson Avenue Phase II Pay Request Council Sept 2020.pdf (1,128 KB)]

Consent

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3. Consent Agenda

Subject :	J. Pay Request #7 for Dillon Avenue from West 11th Street to West 4th Street Phase II in the amount of $100,830.58
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Pay Request #7 for Dillon Avenue from West 11th Street to West 4th Street Phase II in the amount of $100,830.58

File Attachments

Dillon Avenue Pay Request Phase II Council Sept 2020.pdf (1,679 KB)

Consent

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3. Consent Agenda

Subject :	K. Change order for Martin and Company Excavating to extend paving from 11th Street to 4th Street on Lynn Blvd in the amount of $90,075.82
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of The Change Order for Martin and Company Excavating to extend paving from 11th Street to 4th Street on Lynn Blvd in the amount of $90,075.82

Public Content

Change Order #2 adds resurfacing of Lynn Boulevard from 11th Street to 4th Street. LeFevre to 11th Street was previously added to the contract. With the business slowdowns caused by COVID-19 and delays in other street projects, staff felt it was an opportune time to complete Lynn and minimize disruptions to the businesses in the western part of the city. A core sample found that a surface course was never put on a portion of Lynn and the binder course was the top course. Staff and the consulting engineer felt the pricing was good as it was based on 2019 contract costs.

File Attachments

Lynn and LeFevre Change Order.pdf (79 KB)

Consent

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3. Consent Agenda

Subject :	L. Pay Request #2 to Custom Fire for $380,414.60 for the completion of the fire apparatus
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of Pay Request #2 to

	Custom Fire for $380,414.60 for the completion of the fire apparatus

File Attachments

Sterling-IL-20-012-March-16-2020-rb-1024x663.jpg (110 KB)
00STE05_SO_0019732IN_20200714_000.PDF (44 KB)
DSC_2706-1024x683.jpg (243 KB)
DSC_2705-1024x683.jpg (199 KB)

Consent

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6. Presentations and Awards

Subject :	A. Superintendent of Building and Zoning, Amanda Schmidt, received the Pearl Woods Award
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Information

Public Content

On August 20th Amanda Schmidt received the Pearl Woods Award from the YWCA Women of Achievement. This awardrecognizes women whose career accomplishments are focused on industry or private business. Amanda was honored for her achievements in the Building and Zoning Department as well as her volunteer work in the community.

8. Business Items

Subject :	A. Proclamation Declaring September 14th through September 18th, 2020 as Chamber of Commerce Week.
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve the Proclamation Declaring September 14th through September 18th, 2020 as Chamber of Commerce Week.

Public Content

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

File Attachments

Chamber of Commerce Proclamation Council.pdf (71 KB)

8. Business Items

Subject :	B. Ordinance No. 2020-09-30 Annexing certain territory contiguous to the City of Sterling (Steelton Subdivision - Group 9)
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Ordinance No. 2020-09-30 Annexing certain territory contiguous to the City of Sterling (Steelton Subdivision - Group 9)

Public Content

On August 3, 2020, the City Council referred this matter to the Plan Commission. A public hearing was held at the Plan Commission meeting on August 20, 2020, regarding the proposed annexation and zoning recommendations for the 7 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

STERLING Ordinance Annexing Property (Group 9) 1-29-20.pdf (317 KB)
STERLING Group 9 Territory Map 1-29-20 (002).pdf (356 KB)
Group 9 Property List 1-29-20.xlsx (502 KB)

8. Business Items

Subject :	C. Resolution No. R2020-09-20 to Refer Consideration to Annex Certain Territory Contiguous to the City of Sterling (Steelton Subdivision - Group 10)
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Resolution No. R2020-09-20 to Refer Consideration to Annex Certain Territory Contiguous to the City of Sterling (Steelton Subdivision - Group 10)

Public Content

This is Round 10 of the annexations of the Steelton Subdivision. These 4 properties have connected to city sewer and have annexation agreements to annex once contiguous.

File Attachments

STERLING Resolution Referring Annexation to Plan Commission (Steelton Group 10) 1-29-20.pdf (309 KB)
STERLING Group 10 Territory Map 1-29-20.pdf (306 KB)
STERLING Group 10 Property List 1-29-20.xlsx (503 KB)

8. Business Items

Subject :	D. Refer to Plan Commission for consideration to rezone and a Special Use Permit to allow for a wireless facility at 2601 East Lincolnway/Moose Lodge

Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Referal to Plan Commission for consideration to rezone and a Special Use Permit to allow for a wireless facility at 2601 East Lincolnway/Moose Lodge

Public Content

US Cellular is requesting the property located at 2601 E Lincolnway to be rezoned and a special use designation to erect a 70 monopole cell tower on the property.

File Attachments

US Cellular wireless tower petition.pdf (54 KB)

8. Business Items

Subject :	E. Agreement with IAWC to share reconstruction costs for portions of Brinks Circle and 3rd Avenue
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve the Agreement with IAWC to share reconstruction costs for portions of Brinks Circle and 3rd Avenue

File Attachments

Construction Agreement - ILAW&CoSterling - Brinks Circle.pdf (300 KB)
Brink Circle Improvements.pdf (12,620 KB)

8. Business Items

Subject :	F. Ordinance No. 2020-09-31 Intergovernmental Agreement with Whiteside Area Career Center to build a house on a City-Owned Lot
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action, Information
Recommended Action :	Staff recommends approval of Ordinance 2020-09-31Approving Entry into an Intergovernmental Agreement with Whiteside Area Career Center to build a house on a City-Owned Lot subject to agreement on Exhibit A

Public Content

The Whiteside Area Career Centers Building Trades Program has built several homes over the years as a hands-on learning project for the students. The program did not have a private partner to work with this year. The City, having acquired several residential lots, offered use of one of the Citys lots. 602 8th Avenue was selected. WACC benefits from having a place and project for their students. The City benefits from having a property returned to the tax rolls, development of infill and removes a lot from the citys list to maintain.

After consultation with a realtor, the staff recommends the project costs be capped at $150,000.

File Attachments

Ordinance 2020-09-31 WACC Agreement.pdf (86 KB)
20200903 TBZ Intergovernmental Agreement WACC.pdf (96 KB)

8. Business Items

Subject :	G. Resolution No. R2020-09-21 supporting Grant for Brownfield Clean Up
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends Council approve Resolution No. R2020-09-21 authorizing application for the USEPA Brownfield Cleanup Grant Program

Public Content

Resolution No. R2020-09-21 authorizes application for the USEPA Brownfield grant and acknowledges the City must provide a 20% match for grant funds received. Matching funds would come from the Citys Capital Fund. Fehr-Graham will again assist with the application.

File Attachments

R2020-09-21 EPA.pdf (162 KB)

8. Business Items

Subject :	H. Landscape Proposal for 614 W. 3rd Street
Meeting :	Sep 8, 2020 - City Council Meeting at 6: 30 pm
Type :	Action
Recommended Action :	Staff recommends approving Distinctive Gardens proposal for landscape improvements to the 614 West 3rd Street.

Public Content

Entryways were identified in the Strategic Plan as one of the items to improve. The corner lot at the northwest corner of W. 3rd Street and Ave G was acquired through demolition after the house fell into serious disrepair and condemned. The lot borders commercial and residential properties. It is too small for commercial development. The neighboring property is a substandard lot and would benefit from having the east portion of the City lot added to it in the future. The poor opportunity to redevelop combined with its position at the entry to the City from Ave G made it an ideal location for an entryway improvement project.

Our planning firm developed some conceptual drawings for the site. The goal was to create a welcome sign with a low maintenance landscape area that also screened the rear of the adjoining business. The City sent out a request for proposal to several local landscapers. Two were received. After reviewing the proposals, staff recommends approving Distinctive Gardens proposal for the work. Public Work has removed the concrete stairs and is seeking quotes for installing concrete bases. Staff has also reached out to sign companies for proposals for signage.

File Attachments

Burger Brothers Ave G West 3rd Street.pdf (2,675 KB)
Distinctive Gardens Ave G West 3rd Street.pdf (76 KB)
Avenue G West 3rd Street Alternative A_Planting Detail.pdf (679 KB)
Avenue G West 3rd Street Alternative A_sign Detail.pdf (123 KB)
Avenue G West 3rd Street Concept A.pdf (1,044 KB)

8. Business Items

Subject :	I. Discussion in reference to the Emergency Operations Plan
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Discussion

Public Content

The Emergency Operations Plan (EOP) contains policies, guidelines, and procedures to follow before during and after an emergency. The purpose of the EOP is to identify personnel, equipment, facilities, supplies, and other available resources that may be needed in the event of an emergency or disaster.

File Attachments

City of Sterling EOP.pdf (8,841 KB)

8. Business Items

Subject :	J. Discussion in reference to the Utility Billing Late Fees
Meeting :	Sep 8, 2020 - City Council Meeting at 6:30 pm
Type :	Discussion

Public Content

The Illinois Commerce Commission announced several utilities have extended their moratorium on utility shutoffs until September 30, 2020. Since Covid-19 became a pandemic, a number of utilities suspended shutoffs and late fees.

The balances of delinquent sewer and waste accounts have increased substantially since the City suspended penalties due to COVID. Total outstanding balances have increased by 14.5% when compared to the prior year. Account balances over 120 days old increased 27% compared to the prior year.

A discussion regarding when to resume late fees and shut-offs is encouraged.