

Monday, September 16, 2024
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue
<https://us02web.zoom.us/j/86901204340>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Sep 16, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Sep 16, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Sep 16, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Sep 16, 2024 - 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 16, 2024 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc09032024.docx.pdf \(166 KB\)](#)
[cc09092024 -Special Meeting.pdf \(124 KB\)](#)

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 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[8-31-24 Budget Performance Report.pdf \(414 KB\)](#)

[8-31-24 Balance Sheets.pdf \(332 KB\)](#)

[Council Packet.pdf \(55 KB\)](#)

[GL Distribution .pdf \(1.980 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Knights of Columbus to hold a Bucket Brigade on September 21, 2024
Meeting :	Sep 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve, if acceptable, the petition from Knights of Columbus to hold a bucket brigade on September 21, 2024

Public Content

This is the Knights of Columbus' Annual Tootsie Roll Drive. Funds collected from this bucket brigade will help those with Special Needs.

File Attachments

[admin_20240913_112707.pdf \(49 KB\)](#)

[Cert_CITY_OF_STERLING_50497026.pdf \(51 KB\)](#)

Consent

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3. Consent Agenda

Subject :	D. Happy Tails to hold a Bucket Brigade on October 5, 2024
Meeting :	Sep 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve, if acceptable, the petition from Happy Tails to hold a bucket brigade on October 5, 2024

Public Content

Happy Tails is a not for profit animal shelter. Funds raised from this bucket brigade will help offset the daily costs of caring for sheltered animals and maintaining the facility and kennels.

File Attachments

[admin_20240913_112730.pdf \(207 KB\)](#)

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. Appointments to Boards and Commissions
Meeting :	Sep 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve appointment of

Public Content

As set forth in Chapter 2, Administration, Article V, Boards, Commissions and Committees of the Sterling City Code;

Beth McFalls Term Expires 6/30/2029

File Attachments

[Hospital Board - CGH Board Recommendation.pdf \(28 KB\)](#)

8. Business Items

Subject :	A. Public Hearing For Brownfields Grant Work Plan
Meeting :	Sep 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action

Public Content

The City of Sterling is applying for a Brownfield Cleanup Grant from the United States Environmental Protection Agency for activities associated with the remediation of the former Stanley National Hardware and Lawrence Brothers Buildings, located at 1 First Avenue and 2 First Avenue in Sterling, Illinois. As part of the application process, the City of Sterling is required to obtain public input on the draft of the Citys Grant Narrative and draft of the Analysis of Brownfield Cleanup and Alternatives (ABCA) for the Project Sites.

Starting September 17, 2024, a draft proposal and the draft Analysis of Brownfield Cleanup and Alternatives (ABCA) for the sites will be available for public review with the City Clerk at the City of Sterling City Hall, 212 Third Avenue, Sterling, Illinois 61081. These draft documents will also be available for public review on the Citys website at sterling-il.gov

Joel Zirkle from Fehr Graham will discuss and answer any questions regarding the Phase II Assessments and potential remediation efforts via Zoom.

File Attachments

[Community Relations Plan .pdf \(229 KB\)](#)
[22-1085 -Sterling 2022 11-21 Analysis of Brownfield Cleanup Alternatives Report.pdf \(9.281 KB\)](#)

8. Business Items

Subject :	B. Waive Bid Process and Accept Proposal to Replace Two Troughs and Scum Boxes at the Wastewater Treatment Plant
Meeting :	Sep 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Fiscal Impact :	Yes
Budgeted :	Yes
Budget Source :	Wastewater Treatment Plant Fund
Recommended Action :	Staff recommends waiving the bid process and accepting the low proposal from Sabel Mechanical in the amount of \$223,660.00 to Replace Two Clarifier Troughs and Scum

Public Content

The Wastewater Department issued a Request for Proposals (RFP) to remove two clarifier troughs and scum boxes and fabricate replacements due to their deterioration. The clarifier trough collects suspended solids during the treatment process. Scum boxes are used to remove the scum from the surface in the clarifier. Staff reviewed the proposals and recommends accepting the low quote from Sabel Mechanical.

File Attachments

[Sabel Mechanical.pdf \(268 KB\)](#)

[Leander Construction.pdf \(575 KB\)](#)

8. Business Items

Subject :	C. Award Low Bid for Phase 1 Construction of the Sterling Riverfront Park
Meeting :	Sep 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Fiscal Impact :	Yes
Budgeted :	Yes
Budget Source :	Capital Fund
Recommended Action :	Staff Recommends Council Award Low Bid for Phase 1 Construction, Including Alternate #1 for the Sterling Riverfront Park to Sjostrom and Sons, Inc. of Rockford, Illinois

Public Content

Bids for Phase 1 construction for the Sterling Riverfront Park, including the shelter/restroom/stage facility, playground, splash pad and plaza, were opened on September 11, 2024. Four bids were received. The bid tabulation is attached. The low base bid of \$4,740,853.26 and Bid Alternative No. 1 of \$13,725.00 was received from Sjostrom and Sons, Inc. of Rockford, Illinois. The Bid included a Bid Bond for 10 percent and Addendum Nos. 1 and 2 were acknowledged. The Bid is deemed to be responsive.

The other bids received were:

- Winter Construction - \$5,879,938.50
- Ringland Johnson Construction - \$6,130,001.13
- Leander Construction - \$6,311,000.00

The City is purchasing the playground equipment and splash pad equipment separately, but it will be installed under this contract. Additional site furnishings, such as seating, will be purchased outside the contract as well. This is expected to be an additional \$700,000.

While Strand Associates, Inc. has not had previous experience with Sjostrom and Sons, Inc., GWA Studios, the City's Architect on this project, has had experience with Sjostrom and Sons, Inc. and the City's renovation of the Coliseum was performed by Sjostrom and Sons, Inc.

Work is expected to begin in October with substantial completion by June 2025 and a targeted opening date in July 2025. The contractor anticipates have a rough draft schedule within 2 weeks of the bid award.

File Attachments

- [Engineer Recommendation and Bid Tabs.pdf \(283 KB\)](#)
- [Riverfront Park Contractor Letter from Engineer.pdf \(1.495 KB\)](#)

8. Business Items

Subject :	D. Resolution 2024-09-15 Adopting Naming Guidelines for Facilities and Buildings of the City of Sterling
Meeting :	Sep 16, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Fiscal Impact :	No
Budgeted :	No
Recommended Action :	Staff recommends Council adopt Resolution 2024-09-15 Adopting Naming Guidelines for Facilities and Buildings of the City of Sterling

Public Content

The progress toward building out the Sterling Riverfront Park has generated interest in financial contributions toward the project that may include the potential for naming rights to the park or facilities. The City has also received requests in the past for dedicating memorial trees or benches. The City does not have a policy to address naming City-owned facilities nor dedicating benches or trees.

After reviewing other communities policies on the matter, staff developed a policy for Council consideration to address naming rights and memorial benches and trees. The policy allows for some degree of latitude depending on the amounts contributed and the life expectancy of facilities or equipment. Spaces can potentially receive permanent names while equipment and facilities should be named for no longer than the life expectancy of the equipment or facility before refurbishment or replacement is necessary.

File Attachments

- [Facility Naming Guidelines Sept 2024.pdf \(99 KB\)](#)
- [Res 2024-09-15 Adopting Facilities Building Naming Guidelines.pdf \(93 KB\)](#)