

Monday, September 19, 2016  
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA  
Council Chambers - First Floor  
212 Third Avenue

## 1. Meeting Opening

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Subject : A. Call to Order

Meeting : Sep 19, 2016 - City Council Meeting at 6:30 pm

Type : Action, Presentation

Recommended Action : Please recognize Officer Kyle Wyckstandt as Sterling Police Departments Officer of the Year.

## Public Content

Officer Kyle Wyckstandt started with the Sterling Police Department on June 24, 2015 and is currently a patrol officer. He was nominated by Sergeant Sarah Schmidt for Officer of the Year.

## 1. Meeting Opening

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Subject : B. Roll Call

Meeting : Sep 19, 2016 - City Council Meeting at 6:30 pm

Type : Procedural

## 1. Meeting Opening

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Subject : C. Pledge of Allegiance

Meeting : Sep 19, 2016 - City Council Meeting at 6:30 pm

Type : Procedural

## 2. Communication from Visitors

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Subject : A. Public Comment

Meeting : Sep 19, 2016 - City Council Meeting at 6:30 pm

Type : Information

### File Attachments

[public comment policy.pdf \(75 KB\)](#)

## 3. Consent Agenda

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Subject : A. Approval of Minutes

Meeting : Sep 19, 2016 - City Council Meeting at 6:30 pm

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

## File Attachments

[cc090616.pdf \(119 KB\)](#)

## 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

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Subject : B. Approval of Bills and Payroll  
Meeting : Sep 19, 2016 - City Council Meeting at 6:30 pm  
Type : Action (Consent)  
Recommended Action : Approval of Bills and Payroll as presented

## Public Content

## File Attachments

[apsummary 09-19-16.pdf \(956 KB\)](#)  
[Accounts Payable 09-19-16.pdf \(343 KB\)](#)  
[Balance Sheet 8-31-16.pdf \(273 KB\)](#)  
[Budget Performance Report 8-31-16.pdf \(340 KB\)](#)

## Consent

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## 3. Consent Agenda

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Subject : C. Newman Homecoming Parade on Friday, October 7, 2016 at 2:00 pm  
Meeting : Sep 19, 2016 - City Council Meeting at 6:30 pm  
Type : Action (Consent)  
Recommended Action : Approve Petition from Newman High School for Homecoming Parade on Friday, October 7, 2016 at 2:00 pm

# Public Content

Newman High School has requested the following parade route for October 7, 2016:

Leave Newman circle drive on 23rd Street

Turn right on Avenue F

Left on 14th Street

Left on Avenue D

Left on LeFevre Road

Right on Avenue G

Left on 19th Street

Right on Oak Grove Avenue

Return ot Newman's front circle

## File Attachments

[newmanparade.pdf \(30 KB\)](#)

## Consent

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## 3. Consent Agenda

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|                      |                                                                                                                         |
|----------------------|-------------------------------------------------------------------------------------------------------------------------|
| Subject :            | D. Partial Pay Request #6 for Sixth Avenue and Eighth Avenue to Twin City Construction in the amount of \$7,339.95      |
| Meeting :            | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                                          |
| Type :               | Action (Consent)                                                                                                        |
| Recommended Action : | Approve Partial Pay Request #7 for Sixth Avenue and Eighth Avenue to Twin City Construction in the amount of \$7,339.95 |

## File Attachments

[PPR#7 6th-8th Avenues.pdf \(140 KB\)](#)

## Consent

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### 3. Consent Agenda

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|                      |                                                                                                                             |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Subject :            | E. Resolution #R2016-09-20 to Close Streets for the Downtown Christmas Walk and Tree Lighting on Friday, November 18, 2016  |
| Meeting :            | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                                              |
| Type :               | Action (Consent)                                                                                                            |
| Recommended Action : | Approve Resolution #R2016-09-20 to Close Streets for Downtown Christmas Walk and Tree Lighting on Friday, November 18, 2016 |

## Public Content

This resolution requests street closures for the Downtown Christmas Walk and the Tree Lighting on Friday, November 18, 2016.

Fourth Street between Locust and First Avenue will be closed from 4:30 pm to 9:00 pm to better accommodate pedestrian traffic in the downtown during the Christmas Walk.

Locust Street will be closed between Fifth Street and Third Street from 7:30 to 8:30 for everyone to gather around the Christmas Tree at the entrance to Library Plaza. The Christmas Tree will be lit at 800 pm.

Upon approval, the City Clerk will forward the Resolution to IDOT for permission to close the State Highways.

### File Attachments

[R2016-9-20 Close streets for Christmas Walk-Tree Lighting.pdf \(123 KB\)](#)

### Consent

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### 3. Consent Agenda

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|                      |                                                                                                               |
|----------------------|---------------------------------------------------------------------------------------------------------------|
| Subject :            | F. Resolution #R2016-09-21 to Close Streets for the Twin Cities Holiday Parade on Saturday, November 19, 2016 |
| Meeting :            | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                                |
| Type :               | Action (Consent)                                                                                              |
| Recommended Action : | Approve Resolution #R2016-09-21 to Close Streets for Twin Cities Holiday Parade on Saturday, November 19,     |

## Public Content

This resolution is requesting closure of Route 2 and Route 40 for the Holiday Parade on Saturday, November 19, 2016.

The parade will begin at 1:00 pm in Sterling at Fourth Avenue and Fourth Street. The parade will proceed west on Fourth Street to Locust, turn south on Locust and travel to the First Avenue Bridge into Rock Falls. The parade will continue south on First Avenue in Rock Falls and turn right at West Fifth Street toward Merrill School.

Upon approval, the City Clerk will forward the Resolution to IDOT for permission to close the State Highways.

### File Attachments

[R2016-9-21 Close streets for Holiday Parade.pdf \(123 KB\)](#)

### 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

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|                      |                                                                                                 |
|----------------------|-------------------------------------------------------------------------------------------------|
| Subject :            | G. PADS Homeless Shelter to hold a Bucket Brigade on October 1, 2016                            |
| Meeting :            | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                  |
| Type :               | Action (Consent)                                                                                |
| Recommended Action : | Approve the petition from the PADS Homeless Shelter to hold a bucket brigade on October 1, 2016 |

## Public Content

The Twin Cities Public Action to Deliver Shelter (PADS) hopes to raise funds to help offset the costs of running/operating the communities homeless shelter.

### File Attachments

[pads bb.pdf \(696 KB\)](#)

### Consent

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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

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|                      |                                                                                  |
|----------------------|----------------------------------------------------------------------------------|
| Subject :            | A. Proclamation Declaring Sterling as a Peace City as of September 19, 2016      |
| Meeting :            | Sep 19, 2016 - City Council Meeting at 6:30 pm                                   |
| Type :               | Action                                                                           |
| Recommended Action : | Approve Proclamation Declaring Sterling as a Peace City as of September 19, 2016 |

## Public Content

We have been requested to renew the designation of Sterling as a Peace City. Representative Fred Turk will speak to the Council about this proclamation and his organization.

### File Attachments

[Proc-peace city.pdf \(56 KB\)](#)

## 6. Presentations and Awards

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|           |                                                                                 |
|-----------|---------------------------------------------------------------------------------|
| Subject : | A. Introduce Deb Dillow, new Administrative Assistant to City Manager and Mayor |
| Meeting : | Sep 19, 2016 - City Council Meeting at 6:30 pm                                  |
| Type :    |                                                                                 |

## 6. Presentations and Awards

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|           |                                                                                                 |
|-----------|-------------------------------------------------------------------------------------------------|
| Subject : | B. Please recognize Officer Kyle Wyckstandt as Sterling Police Departments Officer of the Year. |
| Meeting : | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                  |
| Type :    | Presentation                                                                                    |

## Public Content

Officer Kyle Wyckstandt started with the Sterling Police Department on June 24, 2015 and is currently a patrol officer. He was nominated by Sergeant Sarah Schmidt for Officer of the Year.

## 8. Business Items

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|           |                                                                                                                                                                                                                               |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject : | A. Ordinance #2016-9-20 Amending the Liquor Control Code, to Modify the Eligibility Application and Fee Requirements Applicable to Special Event and Special Use Liquor License by Amending Chapter 6, Article II, Section 40 |
| Meeting : | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                                                                                                                                                |
| Type :    | Action                                                                                                                                                                                                                        |

Recommended Action :

Approve Ordinance #2016-9-20 Amending the Liquor Control Code, to Modify the Eligibility Application and Fee Requirements Applicable to Special Event and Special Use Liquor License by Amending Chapter 6, Article II, Section 40

## Public Content

Following discussion and review, the Liquor Commission agreed to amend the following sections of the Liquor Code.

- No limitation on the amount of time a not-for-profit corporation has been in existence.
- Added types of corporations to include fraternal, political, and religious.
- Application shall be made 30 days in advance, no longer 60 days.
- Now requesting a copy of the articles of incorporation.
- \$50 fee if application is not received 30 days prior to event.
- No application will be received less than 10 days prior to event.

Copy of changes to liquor code are attached.

### File Attachments

[liquor code changes 9-19-16.pdf \(97 KB\)](#)

[2016-9-20 Liquor Code-Special Event.pdf \(14 KB\)](#)

## 8. Business Items

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|                      |                                                                                                          |
|----------------------|----------------------------------------------------------------------------------------------------------|
| Subject :            | B. Bid Award for ADA Sidewalks to Civil Constructors in the amount of \$213,424.90                       |
| Meeting :            | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                           |
| Type :               | Action                                                                                                   |
| Recommended Action : | Accept low bid from Civil Constructors, Inc. for ADA Sidewalk Improvements in the amount of \$213,424.90 |

## Public Content

These ADA Sidewalk Improvements in the downtown are at First Avenue/East Third Street, First Avenue/East Fourth Street, and East Sixth Street and Locust Street. Three bids were received. Civil Constructors had the low bid of \$213,424.90, 38.4% below the Engineer's Estimate.

### File Attachments

[ADA sidewalks #3 bid tabs.pdf \(134 KB\)](#)

## 8. Business Items

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|                      |                                                                                                         |
|----------------------|---------------------------------------------------------------------------------------------------------|
| Subject :            | C. Bid Award for 2016 Street Projects, Contract #1 to Civil Constructors in the amount of \$57,676.25   |
| Meeting :            | Sep 19, 2016 - City Council Meeting at 6:30 pm                                                          |
| Type :               | Action                                                                                                  |
| Recommended Action : | Accept low bid for 2016 Street Projects, Contract #1 to Civil Constructors in the amount of \$57,676.25 |

# Public Content

Streets covered under this contract are Avenue J between Seventh and Ninth Streets and West Eighth Street between Avenue J and K. Five bids were received. Low bid was Civil Constructors in the amount of \$57,676.25, 29.6% below Engineer's Estimate.

This project includes tear out and replacement of the road base. The new surface will be awarded under a separate contract in the spring. City crews will complete the concrete work on this project.

## File Attachments

[2016 streets #1 bid tabs.pdf \(98 KB\)](#)