

**REGULAR COUNCIL MEETING MINUTES OF THE
CITY OF NEOGA
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING
533 CHESTNUT AVENUE, NEOGA, IL
APRIL 22, 2019**

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor Tony Kepp. The Pledge of Allegiance was recited. Those present were: Commissioners Lindley, Edwards, Hartke, and Mayor Kepp. Others present were City Clerk Brenda Evans, City Treasurer Diana Foor, Police Chief Andy Schabbing, Building Inspector Jeff Morrison, Engineer Lee Beckman, and Neoga News Editor Billie Chambers. Also in attendance was Shari Morrison, Katie Lindley, and Jonathan Peters.

MINUTES

After reviewing the regular session minutes, Commissioner Edwards made a motion to approve the regular session minutes from April 8, 2019. The motion was seconded by Commissioner Hartke. Ayes, Commissioner Edwards, Hartke, Lindley, and Mayor Kepp. Ayes, none. Motion carried. 4-0.

PUBLIC AFFAIRS, MAYOR KEPP

NEOGA MEMORIAL CEMETERY MOWING BIDS

Mayor Kepp opened the sealed bids for mowing of the cemetery. Bids were read as follows:

M & E Lawn..... \$ 535 per mowing
We Did It..... \$1500 per mowing

After a brief discussion, Commissioner Edwards made a motion to accept the bid from M & E Lawn for \$535 per mowing. The motion was seconded by Commissioner Lindley. Ayes, Commissioner Edwards, Hartke, Lindley, and Mayor Kepp. Nays, none. Motion carried. 4-0.

NEOGA MUNICIPAL BUILDING CLEANING BIDS

Mayor Kepp opened the cleaning bids for the municipal building and annex building. Bids were read as follow:

Shari Morrison..... \$ 375 per month
Audrina Riley..... \$ 400 per month

After a brief discussion, Commissioner Edwards made a motion to award the bid to Shari Morrison. The motion was seconded by Commissioner Lindley. Ayes, Commissioner Edwards, Hartke, Lindley, and Mayor Kepp. Nays, none. Motion carried. 4-0.

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NEOGA COMMUNITY CENTER CLEANING BIDS

Mayor Kepp opened the cleaning bids for the community center. Bids were read as follow:

- Shari Morrison..... \$ 600 per month
- Audrina Riley..... \$ 400 per month

Mayor Kepp asked Ms. Morrison if she had any problems cleaning the center due to the building being so large. Morrison said the only problem she has had is the fact that whoever cleans has to have to have a flexible schedule for all the buildings. According to Morrison, sometime you can clean on the weekends and clean again during the middle of the week. However, there are times that the buildings are busy during the weekend and evenings, and you have no choice but clean around the scheduled events. According to Morrison, whoever is awarded the bid must have a very flexible schedule to work around events. After a brief discussion, Commissioner Edwards made a motion to award the bid to Shari Morrison. The motion was seconded by Commissioner Lindley. Ayes, Commissioner Edwards, Hartke, Lindley, and Mayor Kepp. Nays, none. Motion carried. 4-0.

CDBG HOUSING GRANT

City Clerk Evans told the council that a city employee has been awarded the housing grant for his residence. One of the requirements for him to qualify is that the city has the city attorney send a letter stating that it would not be a conflict of interest. After a very brief discussion, Commissioner Hartke made a motion to have the attorney send a letter to Coles County Regional Planning & Development Commission authorizing the waiver of conflict of interest application. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Hartke, Lindley, Edwards, and Mayor Kepp. Nays, none. Motion carried. 4-0.

FINANCE, COMMISSIONER HARTKE

MONTHLY BILLS

After reviewing the bill list, Commissioner Hartke made a motion to pay the monthly bills as presented in the amount of \$180,584.71. The motion was seconded by Commissioner Lindley. Ayes, Commissioner Hartke, Lindley, Edwards, and Mayor Kepp. Nays, none. Motion carried. 4-0.

PUBLIC PROPERTY, COMMISSIONER GROVES

INSTALLATION OF FIRE DOORS AT COMMUNITY CENTER

This was tabled until the next meeting

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AWARDING OF RFQ FOR RLF CLOSEOUT

City Clerk Evans told the Council that the Revolving Loan Fund (RFL) Closeout Public Infrastructure Improvement project requires that the city request statement of qualifications (RFQ) for engineering services. Evans explained that we have received two (2) RFQ's. After they were received, they were reviewed, graded, and given points for their qualifications. When totals were added up, Milano & Grunloh's total was 3 points higher than Civil Design, Inc. After a brief discussion, Commissioner Hartke made a motion to award the RLF Closeout project to Milano & Grunloh Engineers. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Hartke, Lindley, Edwards, and Mayor Kepp. Nays, none. Motion carried. 4-0.

AWARDING OF RFP FOR RLF CLOSEOUT

City Clerk Evans explained to the council that the Revolving Loan Fund (RFL) Closeout Public Infrastructure Improvement project requires the city to request a statement of qualifications (RFP) for administrative services. Evans said that only one RFP was received from Steve Pamperin Consulting, LLC. After a brief discussion, Commissioner Hartke made a motion to award the grant administrating to Steve Pamperin Consulting, LLC. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Hartke, Lindley, Edwards, and Mayor Kepp. Nays, none. Motion carried. 4-0.

STREETS AND ALLEYS, COMMISSIONER EDWARDS

PURCHASE OF TRAILER

Commissioner Edwards told the Council that the public works department received a quote for a new trailer that would assist in mowing public property quicker by hauling both mowers and all the equipment to the job site. The quote is for a 12' tilt trailer in the amount of \$1,250. After a brief discussion, it was recommended that the council request quotes for a 16' trailer to make sure all equipment can fit on the trailer.

2019 MFT

Commissioner Edwards told the Council that he met with Superintendent Durbin regarding the 2019 MFT program. Edwards explained they constructed a list of the roads that need to be oiled and chipped. After a lengthy discussion, it was the consensus to send the list to IDOT.

HEALTH AND SAFETY, COMMISSIONER LINDLEY

Commissioner Lindley said that he would like to thank everyone for allowing him to serve on the council for the last few years. Lindley said it was very enlightening, and he hopes he has left a small mark on the community that he has lived in all his life.

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PUBLIC COMMENTS

Police Chief Schabbing told the council that he is working with Mike Brownley, who has written our current police program, about updating the police program. Schabbing said he would have additional information later.

Building Inspector Jeff Morrison said that he is still working with Attorney Willenborg on updating our zoning.

EXECUTIVE SESSION

Commissioner Hartke made a motion to move into executive session for Purchase or Lease of Real Estate – Section 2(c) (5) – includes general discussion of whether land should be purchased or leased by the public body at 7:48 p.m. The motion was seconded by Commissioner Lindley. Ayes, Commissioner Edwards, Lindley, and Mayor Kepp. Nays, none. Motion carried. 4-0.

RECONVENED AND ROLL CALL

The meeting was reconvened at 8:53 p.m. on a motion from Commissioner Edwards. The motion was seconded by Commissioner Lindley. Those present for roll call were: Commissioners Edwards, Hartke, Lindley, and Mayor Kepp.

ADJOURNMENT

Commissioner Edwards made a motion to adjourn the meeting at 9:34 p.m. The motion was seconded by Commissioner Lindley. Ayes, Commissioner Edwards, Hartke, Lindley, and Mayor Kepp. Nays, none. Motion carried. 4-0.

Brenda Evans, City Clerk

Date