

**REGULAR COUNCIL MEETING MINUTES OF THE
CITY OF NEOGA
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING
533 CHESTNUT AVENUE, NEOGA, IL
APRIL 27, 2020**

CALL TO ORDER

The meeting was called to order at 7:14 p.m. by Mayor Hartke. The Pledge of Allegiance was recited. Those present by conference call were: Commissioners Helm, Hakman, Edwards, Groves, and Mayor Hartke. Others present were City Clerk Brenda Evans, City Treasurer Diana Foor, City Attorney Tracy Willenborg, Engineer Lee Beckman, Eric Emmerich, Randy Mendenhall, Dawn Schabbing, Paul Schabbing, Debbie Embry, and Neoga News Editor Billie Chambers.

MINUTES

After reviewing the regular session minutes from April 13, 2020, Commissioner Groves made a motion to approve the minutes as presented. The motion was seconded by Commissioner Hakman. Ayes, Commissioner Groves, Hakman, Helm, and Mayor Hartke. Nays, none. Commissioner Edwards abstained. Motion carried. 4-0.

PUBLIC AFFAIRS, MAYOR HARTKE

VOTAW-SWANK AMERICAN LEGION TIF

Mayor Hartke explained to the Council that the American Legion has submitted their TIF application in the amount of \$ 58,229.00. Hartke said that the TIF would allow them to repair the roof, exterior doors, and windows. Commissioner Hakman told the Council that he spoke with Building Inspector Morrison about the roof, and Morrison said that the roof is good for its age and that it is not leaking. Randy Mendenhall told the Council that the south roof is 38 years old; the middle roof is 32 years old; and the north roof is 24 years old. Commissioner Edwards said that he wants to keep the downtown look and feels the Council should considering the TIF. After a brief discussion, Commissioner Edwards recommended City Clerk Evans proceed with an agreement between the City of Neoga and Votaw-Swank American Legion in the amount of \$58,229 to replace the roof, windows, and outside doors. Commissioner Helm agreed as well. Roll call was taken and everyone agreed to have the city attorney draft an agreement to give the Votaw-Swank American Legion \$58,229 to replace the roof, windows, and doors.

HULA ICE

Mayor Hartke told the Council that Hula Ice would like to open back up as soon as possible. Hartke wanted Council's input on issuing solicitors permits during the Governor's "Stay at home" orders. After a very brief conversation, Commissioner Groves made a motion to allow the solicitors permit, if any state permits are approved. The motion was seconded by Commissioner Edwards. Aye, Commissioner Groves, Edwards, Helm, Hakman, and Mayor Hartke. Nays, none. Motion carried. 5-0.

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STATE OF EMERGENCY (SPENDING FREEZE)

Mayor Hartke discussed the possibility of a spending freeze for the city employees. Commissioner Groves stated that he would like to hold off on any purchases on nonessential items during this time. Mayor Hartke asked City Attorney Willenborg if he needed to do a “Declaration of Local State of Emergency”? Attorney Willenborg stated that he did not need to sign an emergency order but did recommend only one person be appointed who can decide what is essential and nonessential. Commissioner Groves said that the council should appoint Administrator Evans as the person to approve all essential spending for the city and revisit the situation at the May 26th meeting, which all council members agreed.

NEOGA VETERAN’S MEMORIAL

Treasurer Foor told the Council that she is no longer on the Neoga Veteran’s Memorial account because the money was raised for just the memorial itself, the Neoga Partnership for Progress (NPP) would like to move the money back to the city to take care of. With little discussion, Commissioner Edwards made a motion to have the City take over the funds from the NPP. The motion was seconded by Commissioner Hakman. Ayes, Commissioner Edwards, Hakman, Helm, Groves, and Mayor Hartke. Nays, none. Motion carried. 5-0.

ORDINANCE #966-04-20 An Ordinance Adopting an Annexation Agreement

After reviewing the ordinance, Commissioner Hakman made a motion to accept Ordinance #966-04-20 as presented. The motion was seconded by Commissioner Groves. Ayes, Commissioner Hakman, Groves, Helm, Edwards, and Mayor Hartke. Nays, none. Motion carried. 5-0

MOWING BIDS

Mayor Hartke stated that he has opened the mowing bids and they came back as follows:

Burley Boys - \$900 / mow
M & E - \$735/ mow

CLEANING BIDS

Mayor Hartke told the Council that the cleaning bids were opened, and they were are follows:

Audrina Riley - \$500 / mo. for municipal building
-\$ 600 / mo. for community center
Sharri Morrison - \$375 / mo. for municipal building
-\$600 / mo. for community center

Mayor Hartke said that these two bids will be awarded at the next council meeting.

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FINANCE, COMMISSIONER GROVES

MONTHLY BILLS

After reviewing the bill list, Commissioner Groves made a motion to pay the monthly bills, as presented, in the amount of \$179,566.04. The motion was seconded by Commissioner Hakman. Ayes, Commissioner Groves, Hakman, Helm, Edwards, and Mayor Hartke. Nays, none. Motion carried. 5-0

ORDINANCE #965-04-20 An Ordinance Setting Forth an Amended Budget of Estimated Receipts and Disbursements and Making Appropriations for City Purposes of the City of Neoga, Illinois, Cumberland County, Illinois, for the Fiscal Year 2020 Commencing on May 1, 2019 and Ending on April 30, 2020

After reviewing the ordinance, Commissioner Groves made a motion to accept the ordinance as presented. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Groves, Edwards, Helm, Hakman, and Mayor Hartke. Nays, none. Motion carried. 5-0.

RESERVE ACCOUNTS

Treasurer Foor asked the Council to review the reserve accounts, and decide if they still wanted to move money into them. Foor stated that she currently moves \$5,000 into General fund, \$3,000 into water reserve, \$5,000 into sewer reserve, and \$1,500 into equipment reserve each month. Treasurer Foor said that the equipment reserve account has over \$145,000. Commissioner Groves made a recommendation to not take any action at this time. Council members agree so no action was taken.

PUBLIC PROPERTY, COMMISSIONER HAKMAN

WASTEWATER OPERATOR CONTRACT

City Clerk Evans told the Council that the current contract is expiring on April 30th and EPA requires Neoga to have a licensed operator. After reviewing the amended wastewater operator contract, Commissioner Helm made the motion to accept it as presented. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Helm, Edwards, Hakman, Groves, and Mayor Hartke. Nays, none. Motion carried. 5-0.

CERTIFIED WATER SYSTEM OPERATOR AGREEMENT

After reviewing the certified water system operator agreement, Commissioner Groves made a motion to accept it as presented. The motion was seconded by Commissioner Helm. Ayes, Commissioner Groves, Helm, Edwards, Hakman, and Mayor Hartke. Nays, none. Motion carried. 5-0.

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RESOLUTION #11-04-20 A Resolution Authorizing the Execution of a Second Amendment to Water Supply Agreement

Eric Emmerich from EJ Water told the Council that the current agreement will expire on April 30th, and this will extend it for 30 days. Commissioner Helm said that he would like to see a fire flow test done when EJ Water starts supplying water to the city. Emmerich said that he will discuss this with his employees as well. Commissioner Hakman made a motion to approve the resolution as presented. The motion was seconded by Commissioner Groves. Ayes, Commissioner Hakman, Groves, Edwards, Helm, and Mayor Hartke. Nays, none. Motion carried. 5-0.

MILANO & GRUNLOH INVOICE FOR REVOLVING LOAN FUND PROJECT

The Council reviewed an invoice for work completed on the Revolving Loan Fund Project. Commissioner Hakman made a motion to approve the invoice payment in the amount of \$13,936. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Hakman, Edwards, Helm, Groves, and Mayor Hartke. Nays, none. Motion carried. 5-0.

MILANO & GRUNLOH INVOICE FOR SEWER PLANT IMPROVEMENTS

After reviewing the invoice, Commissioner Edwards made a motion to pay the invoice in the amount of \$10,000. The motion was seconded by Commissioner Hakman. Ayes, Commissioner Edwards, Hakman, Helm, Groves, and Mayor Hartke. Nays, none. Motion carried. 5-0.

STREETS AND ALLEYS, COMMISSIONER EDWARDS

MILANO & GRUNLOH INVOICE FOR KEPP AVENUE

Engineer Beckman told the Council that the invoice will be reimbursed from the state. After a short discussion about the Kepp Avenue project, Commissioner Edwards made a motion to approve the payment in the amount of \$2,386.52. The motion was seconded by Commissioner Hakman. Ayes, Commissioner Edwards, Hakman, Groves, Helm, and Mayor Hartke. Nays, none. Motion carried. 5-0.

Milano & Grunloh Engineer Lee Beckman gave a very brief update on the city's project. Beckman sewer plant project has been approved by EPA; the project at Brighton Cabinetry has been approved, and the water grant has been extended to July 30th because of COVID -19

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HEALTH AND SAFETY, COMMISSIONER HELM

MOSQUITOS

Commissioner Helm told the Council that the mosquito sprayer will need to be tested before it is used and is scheduled for later in the week. Helm said that the employees need to make sure they have time to spray for the mosquitos and larvicide as well

PUBLIC COMMENTS

None were given.

ADJOURNMENT

Commissioner Edwards made a motion to adjourn the meeting at 8:16 p.m. The motion was seconded by Commissioner Helm. Ayes, Commissioner Edwards, Hakman, Groves, Helm, and Mayor Hartke. Nays, none. Motion carried. 5-0.

Brenda Evans, City Clerk