



**REGULAR COUNCIL MEETING MINUTES OF THE  
CITY OF NEOGA  
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING  
533 CHESTNUT AVENUE, NEOGA, IL  
AUGUST 28, 2023**

## **CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Mayor Helm. The Pledge of Allegiance was recited. Those present were Commissioners Williams, Schabbing, Edwards, Letizia, and Mayor Helm. Others present were City Clerk Brenda Evans, City Treasurer Foor, Superintendent Durbin, Police Chief Schabbing, Building Inspector Morrison, Engineer Mitch Hardick from M & G, Tony Kepp, Neil Luallen, Ken Meinhart, Ryan Brown, Cheyenne Hay, and Dustin Hay.

## **MINUTES**

After reviewing the regular session minutes from August 14, 2023, Commissioner Letizia made a motion to approve the minutes as presented. The motion was seconded by Commissioner Williams. Ayes, Commissioner Letizia, Williams, and Mayor Helm. Commissioners Schabbing and Edwards abstained. Nays, none. Motion carried. 3-0.

## **EXECUTIVE SESSION**

Commissioner Williams made a motion to move into executive session for Personnel – Section 2 (c)(1) – Employee hiring, firing, compensation, discipline, and performance; Sale or lease of Real Estate – Section 2 (c)(6) – Limited to actual setting of price for sale or lease of public property; and Litigation – Section 2 (c)(11) – Pending, probable or imminent litigation at 7:02 p.m. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Williams, Schabbing, Edwards, Letizia, and Mayor Helm. Nays, none. Motion carried. 5-0.

## **RECONVENED AND ROLL CALL**

The meeting was reconvened at 7:26 p.m. by a motion from Commissioner Schabbing and seconded by Commissioner Letizia. Those present for roll call were Commissioner Schabbing, Edwards, Letizia, Williams, and Mayor Helm.

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**PUBLIC AFFAIRS, MAYOR HELM**

**RECEIVE AND FILE ADVISORY REPORT FROM BOARD OF ZONING APPEALS AND PLANNING**

Commissioner Edwards made a motion to accept the advisory report from the zoning board. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Edwards, Letizia, Williams, Scabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

**ORDINANCE #1062-08-23** An Ordinance Amending the Zoning Regulation, Appendix B of the Code of Ordinances of the City of Neoga, in the County of Cumberland, and State of Illinois (Rezoning Property from RE, Residential Estates District to C-1, Central Business District) (Gary Hartke and Total Grain Marketing, LLC)

After a brief discussion on the future for the property, Commissioner Letizia made a motion to accept the ordinance as presented. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

**RECEIVE AND FILE ADVISORY REPORT FROM BOARD OF ZONING APPEALS AND PLANNING**

Commissioner Edwards made a motion to accept the advisory report from the zoning board. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Edwards, Letizia, Williams, Scabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

**ORDINANCE #1063-08-23** An Ordinance Granting a Conditional Use Permit in Accordance with Appendix B of the Code of Ordinances of the City of Neoga, in the County of Cumberland, and State of Illinois (Railroad Right-of-Way, line, or spur track on property zoned C-1, Central Business District – Total Grain Marketing, LLC)

Commissioner Edwards asked TGM Representative Ken Meinhart how TGM planned to handle the extra truck traffic. Meinhart said that they had hopes to have a separate entrance and exit on the west side of their property; however, IDOT will not allow it. They plan to utilize 4<sup>th</sup> Street currently. Commissioner Edwards told the Council that he has concerns because 4<sup>th</sup> Street wouldn't be wide enough for two semis, and semis would not be able to make the turn. After a lengthy discussion, it was the consensus of the Council to request additional information on how truck traffic would affect local traffic and streets.

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Commissioner Letizia made a motion to accept the advisory report from the zoning board. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Letizia, Williams, Scabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

**ORDINANCE #1064-08-23** An Ordinance Authorizing a Variance in Accordance with Appendix B of the Code of Ordinances of the City of Neoga, in the County of Cumberland, and State of Illinois (Height Variance on Property Zoned C-1, Central Business District, Total Grain Marketing, LLC)

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

### **IMPACT PAYSYSTEM**

Tony Kepp and Neil Luallen, representatives from Impact Paysystem, presented a proposal which would allow the city to accept credit card payments in-house. Kepp said that the company has been in business for over 20 years, and they started in the Memphis Tennessee area. Kepp said that he has met with both the Clerk and Treasurer and discussed cost savings for customers. Kepp said that the customer is currently paying a 3.5% fee for any transaction, and Impact Paysystem will only charge 3.25%, as well as a monthly fee of \$24.95, and a small \$.15 authorization fee per transaction. It was the consensus of the council to discuss this at a later date.

### **ECONOMIC COMMITTEE**

Commissioner Schabbing told the council that she has talked with a few people about serving on the committee, and at this time she has confirmations from Austin Robinson, Brad Keck, Commissioner Letizia, herself, and Administrator Evans. Schabbing said they plan to have a meeting by October 23<sup>rd</sup> to discuss what other communities are doing. Schabbing will report back after the meeting. Tony Kepp said that he would be happy to serve on that committee as well.

## **FINANCE, COMMISSIONER SCHABRING**

### **MONTHLY BILLS**

After reviewing the bill list, Commissioner Schabbing made a motion to pay the monthly bills as presented in the amount of \$150,010.66. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Schabbing, Edwards, Letizia, Williams, and Mayor Helm. Nays, none. Motion carried. 5-0.

## **PUBLIC PROPERTY, COMMISSIONER LETIZIA**

### **PROJECT UPDATES**

Mitch Hardick from Milano & Grunloh Engineers updated the council on the city projects. Hardick said that we are 90% complete on the plans and specifications for the CDAP Water Grant. The plans for the ITEP project have been submitted to IDOT.

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### **ITEP INVOICE #29148 FROM M & G**

After reviewing the invoice, Commissioner Letizia made a motion to pay the invoice in the amount of \$2,314.89. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

### **PURCHASE OF STREET BROOM**

Superintendent Durbin said he has received two quotes for a new 60” rotary broom from Birkey’s for \$7,839 and another from Bahrns Equipment for \$7,378. After a brief discussion, Commissioner Edwards made a motion to purchase the broom from Bahrns Equipment for \$7,378. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried.

## **STREETS AND ALLEYS, COMMISSIONER EDWARDS**

### **2023 MFT**

Commissioner Edwards informed the Council that the 2023 MFT program will begin on August 30<sup>th</sup> and they are hoping to be completed in a couple days.

## **HEALTH AND SAFETY, COMMISSIONER WILLIAMS**

### **CITY WIDE CLEAN-UP**

Commissioner Williams reminded the Council that the city-wide cleanup will be on Saturday, September 9<sup>th</sup> from 7 – 10 a.m. and anyone able to assist with it would be greatly appreciated. Williams said that he is still working on household cleanup too. Commissioner Williams also said that he has been watching the railroad crossing on 7<sup>th</sup> Street on the Watco (Decatur & Eastern Illinois Railroad) rail and again it is getting bad. City Clerk Evans said that she called them that morning and left a message about the crossing again but would keep calling.

## **PUBLIC COMMENT**

Dustn Hay told the council that he is looking to purchase the property at 812 Grove Avenue and build a new home for him and his family. Hay said that he would be purchasing the property for the back taxes, but the property owner informed him about the liens as well. Hay asked the Council to remove the liens from the property so that he could purchase the house and build a new home. Mayor Helm thanked him for his comments.

## **ADJOURNMENT**

Commissioner Edwards made a motion to adjourn the meeting at 8:28p.m. The motion was seconded by Commissioner Williams. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.