



**REGULAR COUNCIL MEETING MINUTES OF THE  
CITY OF NEOGA  
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING  
533 CHESTNUT AVENUE, NEOGA, IL  
AUGUST 26, 2024**

## **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 Diana Foor, Engineer Lee Beckman, and Billie Chambers.

## **MINUTES**

After reviewing the regular session minutes from August 12, 2024, Commissioner Edwards made a motion to approve the minutes as presented. The motion was seconded by Commissioner Williams. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

## **PUBLIC AFFAIRS, MAYOR HELM**

### PROCLAMATION FOR THINK TRAIN WEEK

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

### LOCIS 8

City Clerk Evans informed the Council that the accounting software that the city uses will not be supported in the future. She explained that Locis 7 handles all the accounting, payroll, and utility billing. Evans recommended that the city purchase the new web-based program of Locis 8. After very little discussion, Commissioner Edwards made a motion to approve the purchase of Locis 8. Commissioner Williams seconded the motion. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

### PLACER.ai PROGRAM

City Clerk Evans told the Council that she and Treasurer Foor watched a demonstration on Placer.ai program which is an economic development tool. The program gave very detailed information about the possible client a business could capture. Evans said that the program was very interesting but very scary at the same time. She also said the program may be great to have, but she is not sure it would be worth the money at this time. Evans simply wanted to inform the council about the program's ability.

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### **FINANCE, COMMISSIONER SCHABBING**

#### **MONTHLY BILLS**

After reviewing the bill list, Commissioner Letizia made a motion to pay the monthly bills as presented in the amount of \$106,523.66. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

### **PUBLIC PROPERTY, COMMISSIONER LETIZIA**

#### **UPDATES FROM MILANO & GRUNLOH**

Engineer Lee Beckman handed out the project update sheet to the Council and explained the following:

- The sewer plant forcemain improvements have been completed by the contractor 808 Enterprises.
- CDAP Water Grant's bid opening was held on August 22, and the lowest bidder was Kieffer Bros Construction in the amount of \$916,664.40.
- ITEP sidewalk project is going smoothly and making good progress.
- The Lead Service Line Inventory grant has been awarded, and quotes are being secured to vac out the unknown lines.
- Rebuild II/RISE Grant has been submitted, and Beckman believes the city made it to the next round of applicants.

#### **REPAIRS TO NEOGA MEMORIAL CEMETERY ENTRANCE & SIGN**

City Clerk Evans said that she received two quotes regarding the repairs to the cemetery pillars. One in the amount of \$2,357.92 and the other for \$5,800. After a brief discussion, Commissioner Letizia made a motion to approve the bid for \$2,357.92. Commissioner Edwards seconded the motion. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. motion carried. 5-0.

#### **INVOICE #30405 FOR WATERMAIN IMPROVEMENTS**

Commissioner Letizia made a motion to pay the invoice in the amount of \$5,500. Commissioner Williams seconded the motion. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

#### **ITEP INVOICE #30406**

Commissioner Edwards made a motion to approve the ITEP invoice in the amount of \$16,523.87. Commissioner Williams seconded the motion. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

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### **TREE REMOVAL AT NEOGA MEMORIAL CEMETERY**

The Council decided to table until additional bids were received.

### **AWARDING OF BID FOR WATERMAIN REPLACEMENT JOB #19221**

Engineer Beckman told the Council that the bids were opened, and the lowest bidder was Kieffer Bros. Construction in the amount of \$916,664.40. Commissioner Williams made a motion to award the project to Kieffer Bros. Construction for \$916,664.40. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Williams, Schabbing, Edwards, Letizia, and Mayor Helm. Nays, none. Motion carried. 5-0.

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

### **2023 MFT AUDIT**

The city clerk explained the 2023 MFT Audit was completed. After the Council reviewed the audit, Commissioner Letizia made a motion to file the report in the City Clerk's office. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

### **MOWERS**

Commissioner Edwards told the Council that the city's Gravely mower has broken down again, but this repair will be too much to fix. Edwards said we are currently using the park district's Gravely, but the park district will be selling two Gravely mowers that might be a good backup for the city. Edwards said that one of the mowers would be a good mower to use for parts. After a brief discussion, it was the consensus of the Council to bid on the mowers when they go up for bids.

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

Commissioner Williams said that he has been watching the construction on the sidewalk project, and he has some concerns about the areas that are still closed. Williams said that sections of each block have not been finished. This requires residents to walk in the street. City Clerk Evans explained that the contractor is waiting for material like the handicap plates to come in and should be able to finish these areas soon. Commissioner Williams also discussed the Old City Park and the lack of playground equipment including the frisbee golf. Mayor Helm said the frisbee golf was removed due to no one using the equipment. Commissioner Williams also mentioned the old pond should be dug out and restocked with fish for people to enjoy. It was mentioned that the pond is on private property and the owner is filling it in.

City Clerk Evans informed the Council that they have received complaints about people driving too fast on city streets. Evans said that Chief Schabbing and her believe 30 mph seems very fast on the narrow streets where cars are parked. Evans asked the Council if they would consider making the speed limits on all streets 20 or 25 mph. Commissioner Schabbing said she is not interested in lowering the speed limits to 20 mph.

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City Clerk Evans said she met with Chief Schabbing and Superintendent Durbin about truck traffic on the city streets. Chief Schabbing recommended purchasing “NO SEMI” signs with a picture of a semi with a line through it. The signs would be approximately \$750 for 15 signs.

**ADJOURNMENT**

Commissioner Edwards made a motion to adjourn the meeting at 8:24 p.m. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

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Brenda Evans, City Clerk