



**REGULAR COUNCIL MEETING MINUTES OF THE
CITY OF NEOGA
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING
533 CHESTNUT AVENUE, NEOGA, IL
APRIL 14, 2025**

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 Schabbing, Edwards, Letizia, and Mayor Helm. Commissioner Williams was absent. Others present were City Treasurer Diana Foor, Police Chief Andy Schabbing, Superintendent Shawn Durbin, Billie Chambers, Mel Workman, and Mick Ramert.

MINUTES

After reviewing the regular session minutes from March 24, 2025, Commissioner Edwards made a motion to approve the minutes as presented. The motion was seconded by Commissioner Letizia. Ayes, Commissioners Schabbing, Edwards, and Letizia. Nays, none. Mayor Helm abstained. Motion carried. 3-0.

PUBLIC AFFAIRS, MAYOR HELM

ORDINANCE #1106-04-25

An Ordinance Authorizing Execution of a Contract for Private Development Pursuant to the City of Neoga, Illinois, Redevelopment Plan for Tax Increment Area (Cameron K. Wingler and Blair E. Banning, individually and d/b/a The Kelly Bar & Grille)

After a brief discussion Commissioner Schabbing made a motion to approve the ordinance granting \$215,772.50 to the Kelly Bar & Grille from the TIF #1 account. The motion was seconded by Commissioner Letizia. Ayes, Commissioners Letizia, Schabbing, and Mayor Helm. Nays, none. Commissioner Edwards abstained. Motion carried. 3-0.

CUMBERLAND COUNTY FAIR SPONSORSHIP

Mayor Helm presented a flyer outlining the various levels of sponsorship for the 2025 Cumberland County Fair. The council discussed the options, but the request died for lack of a motion.

ECONOMIC DEVELOPMENT COMMITTEE APPOINTMENTS

Commissioner Schabbing informed the council that Austin Robinson's term is ending for the Economic Development Committee. The committee would like to appoint Mel Workman to fill the vacancy. Schabbing said they would also like to reappoint Doug Baker to the committee. Commissioner Edwards made a motion to appoint Mel Workman and reappoint Doug Baker to the Economic Development Committee. Commissioner Letizia seconded the motion. Ayes, Commissioner Edwards, Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

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NEOGA DAYS 2025 SPECIAL EVENT LIQUOR LICENSE

The location of the beer garden was discussed. Mayor Helm wanted to confirm that the liquor license will be specifically for the event to be held on the tennis courts at Jennings Park on Friday night, May 30th and Saturday night, May 31st from 6:00 p.m. to 11:00 p.m. both evenings. Treasurer Foor confirmed the location and times. Commissioner Edwards made a motion to allow a special event liquor license for the Neoga Days beer garden to be held on the tennis courts at Jennings Park on May 30 & 31. Commissioner Schabbing seconded the motion. Ayes, Commissioner Letizia, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 4-0.

NEOGA DAYS 2025 SPONSORSHIP

After reviewing the levels of sponsorship for Neoga Days, Commissioner Edwards made a motion to sponsor the event at the BLUE level for \$500.00. Commissioner Letizia seconded the motion. Ayes, Commissioner Schabbing, Letizia, Edwards, and Mayor Helm. Nays, none. Motion carried. 4-0.

DIGITICKET 2025 INVOICE

Police Chief Schabbing explained that the county paid for the first year of the maintenance contract, but the city is responsible for this year's invoice. The fee has increased \$59. The city's portion of the contract is \$1,381.00 for 2025. Schabbing stated that the Digiticket program saves time, and the tickets can be electronically sent to the county. This eliminates having to drive paper tickets over there. Commissioner Letizia made a motion to pay the invoice in the amount of \$1,381.00. Commissioner Schabbing seconded the motion. Ayes, Commissioner Edwards, Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

CIVICPLUS INVOICE #330642

Treasurer Foor stated that this invoice is for the annual social media archiving subscription. The amount is \$4,397.40. Commissioner Edwards made a motion to pay the invoice in the amount of \$4,397.40. Commissioner Letizia seconded the motion. Ayes, Commissioner Schabbing, Letizia, Edwards, and Mayor Helm. Nays, none. Motion carried. 4-0.

ORDINANCE 1108-04-25

An Ordinance Authorizing Execution of a Contract for Private Development Pursuant to the City of Neoga, Illinois, Redevelopment Plan for Tax Increment Area (T & S Auto Sales & Service, LLC)

Mayor Helm explained that T & S Auto Sales & Service, LLC is asking for \$29,000 to use for installing a 2" asphalt parking lot. He said that this is approximately half of the total cost estimate. Commissioner Edwards made a motion to grant T & S Auto Sales & Service, LLC \$29,000 toward the cost of the asphalt from the TIF #1 account. Commissioner Letizia seconded the motion. Ayes, Commissioner Letizia, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 4-0.

FINANCE, COMMISSIONER SCHABING

TREASURER'S REPORT

After reviewing the treasurer's report, Mayor Helm ordered that the treasurer's report be filed in the City Clerk's records.

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PUBLIC PROPERTY, COMMISSIONER LETIZIA

ORDINANCE 1107-04-25

An Ordinance Waiving the Automatic Increase of Water Rates and Sewer Rates Effective May 1, 2025 in the City of Neoga, Illinois

Commissioner Letizia made a motion to approve the ordinance waiving the water and sewer rate increases. Commissioner Edwards seconded the motion. Ayes, Commissioner Edwards, Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

PROJECT AUTHORIZATION FOR LEAD SERVICE LINE INVENTORY GRANT

Treasurer Foor explained that this authorizes Milano & Grunloh to locate (by GPS) meters, valves, and hydrants. The cost is \$7,500, and will be paid with the city's lead service line grant money.

Commissioner Edwards made a motion to approve the project authorization. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Edwards, Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

UTILITY RATE STUDY

The utility rate study that is available for free through the Illinois Rural Water Association was discussed. Mayor Helm suggested waiting until after the new meters are installed before moving forward with the study. He stated that the water loss will likely be lower after the new meters are installed, so the study will not be accurate if it is done now. He suggested that the city should get on IRWA's waiting list for the study.

LEAD SERVICE LINE PROJECT CHANGE ORDER #1

Treasurer Foor explained that the original bid for the project was \$29,500.00, but the actual number of service lines that needed to be confirmed was less. The change order adjusts the cost of the project down to \$20,350.00. This is a decrease of \$9,150.00. Commissioner Letizia made a motion to accept change order #1. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Edwards, Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

STREETS AND ALLEYS, COMMISSIONER EDWARDS

WALNUT AVENUE CONCRETE

Superintendent Durbin said that there were questions about the project. It was asked if MFT money could be used, and if the city needs to get sealed bids. He suggested tabling the discussion.

Police Chief Schabbing said that while the city is pricing concrete, he would like to see a paved parking lot on the west side of the municipal building. He feels that this would benefit employees and people who rent the community room because they could park closer. They could enter through the back door when carrying items inside.

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DRAINAGE ON WALNUT AVENUE

Homeowner Mick Ramert, who lives on Walnut Ave addressed the council about his concerns of flooding if the west side of the bowling alley is concreted. He said the extra water from the road and the downspouts could possibly flood his yard. Superintendent Durbin assured him that the city keeps up with ditching and culvert jetting, and there will also be two drop drains installed in the culverts, so flooding should not be a problem. Commissioner Edwards asked Durbin to get a second opinion from engineer Lee Beckman at Milano & Grunloh Engineers.

HEALTH AND SAFETY, COMMISSIONER WILLIAMS

CITYWIDE CLEANUP

The cleanup date is May 3, 2025 from 8:00 – 11:00 a.m. Passenger car and truck tires will be accepted for a cost of \$3 per tire. There will not be a shredding service this year.

PUBLIC COMMENTS

- Superintendent Durbin updated the council on the water line project that is scheduled to start at the end of this month. The east side of town will be completely revised after the project is complete. Also, the public works employees have been ditching and jetting culverts.
- Police Chief Andy Schabbing advised the council that the school resource officer contract is up for renewal. He stated that school superintendent Kevin Haarman would like to have a full-time school resource officer. The council would like Mr. Haarman to attend the next meeting to discuss this further.
- Mel Workman conveyed that Thunder Lanes successfully hosted the Post Prom celebration, and they should be open to the public in a few weeks.

ADJOURNMENT

Commissioner Edwards made a motion to adjourn the meeting at 8:19. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Edwards, Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

Brenda Evans, City Clerk