



**REGULAR COUNCIL MEETING MINUTES OF THE  
CITY OF NEOGA  
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING  
533 CHESTNUT AVENUE, NEOGA, IL  
JUNE 23, 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, Letizia, and Mayor Helm. Others present were City Clerk Brenda Evans, City Treasurer Diana Foor, Superintendent Shawn Durbin, Toledo Democrat Editor Billie Chambers, Tom Strohl, Jo Ann Kingery, Kristan Scott, and Abigail Becker.

## **MINUTES**

After reviewing the regular session minutes from June 9, 2025, Commissioner Letizia made a motion to approve the minutes as presented. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 3-0.

## **PUBLIC COMMENTS**

No comments were made.

## **PUBLIC AFFAIRS, MAYOR HELM**

### **CUMBERLAND COUNTY PAGEANT DONATION**

Kristan Scott, Cumberland County Fair Pageant Director, along with the Cumberland County Fair Queen Abigail Becker, informed the Council that the Cumberland County Fair will be held from August 9 – 16 in Greenup, Illinois. Becker proceeded to ask the Council for a donation for the pageant this year. Commissioner Letizia made a motion to donate \$100 to the State Wardrobe Fund. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 3-0.

### **ORDINANCE #1116-06-2025      A Return-to-Work Policy**

After reviewing the ordinance, Commissioner Letizia made a motion to approve the ordinance as presented. Commissioner Schabbing seconded the motion. Ayes, Commissioner Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 3-0.

### **TOM STROHL REGARDING BORING ON SHAFFER AVENUE**

Tom Strohl requested the council to place a change order for the Water Line Replacement project, changing the open trench method to install the water line to boring on the right of way. City Clerk Evans informed the council that according to Engineer Beckman the change order would cost almost \$9,000. Strohl said that he requested a breakdown of the figures, but he has not received those figures.

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Evans explained that she requested the figures from Beckman on June 10<sup>th</sup>, but she has not received a reply yet. Superintendent Durbin confirmed that the contractors told him the cost would be over \$8,000. Mayor Helm asked if the reason he is requesting that area to be bored is for convenience, and Strohl replied that it was due to safety concerns. Kingery said that there are several children in that area and lots of traffic on that street. Kingery felt an open trench could be a hazard to the children. After a lengthy discussion, it was the consensus of the council to get figures from Beckman. Strohl also mentioned the IDOT sidewalk project and the grass seeding for the project. Evans explained that IDOT has not inspected the project yet, but she would inform the engineer about his concerns.

### REVIEW OF COMMUNITY CENTER CLEANING

City Administrator / Clerk Evans told the council that she has discussed cleaning the community center with Shari Morrison, and Mrs. Morrison has agreed to lower her bid to \$300 per month since the school will be cleaning half of the building. Commissioner Schabbing made a motion to approve lowering the monthly cleaning bid from \$600 to \$300 per month. Commissioner Letizia seconded the motion. Ayes, Commissioner Schabbing, Letizia, and Mayor Helm. Nays, none. Motion carried. 3-0.

### GROCERY TAX ORDINANCE

The council discussed the possibility of adding a 1% grocery tax. Evans explained that the tax would be collected from any groceries sold at convenience stores or Dollar General. Treasurer Foor told the council that IML has recommended passing the tax. Commissioner Letizia said that he would prefer all council members to be present to vote on a new tax.

## **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 \$282,724.87. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Schabbing, Letizia, and Mayor Helm. Nays, none. Motion carried. 3-0.

## **PUBLIC PROPERTY, COMMISSIONER LETIZIA**

### UPDATES FROM MILANO & GRUNLOH

Engineer Lee Beckman was not in attendance but did he sent a project update sheet to the council. The council reviewed the report and requested Beckman attend the next meeting on July 14<sup>th</sup>.

### WATERMAIN REPLACEMENT PROJECT CHANGE ORDER #1

Commissioner Letizia made a motion to accept the change order to decrease the watermain replacement project cost by \$186.40. Commissioner Schabbing seconded the motion. Ayes, Commissioner Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 3-0.

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### PAY REQUEST #2 FROM KIEFFER BROTHERS

After reviewing the invoice, Commissioner Letizia made a motion approving the invoice in the amount of \$191,184.25 for the watermain improvements on the East side of Rt. #45. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 3-0.

### INVOICE #31571 FROM MILANO & GRUNLOH

After reviewing the invoice, Commissioner Letizia made a motion to approve the invoice in the amount of \$10,892.50 for the watermain improvement project. Commissioner Schabbing seconded the motion. Ayes, Commissioner Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 3-0.

### INVOICE #31572 FROM MILANO & GRUNLOH

After reviewing the invoice, Commissioner Letizia made a motion to pay the invoice in the amount of \$453.60 for the ITEP Project. Commissioner Schabbing seconded the motion. Ayes, Commissioner Letizia, Schabbing and Mayor Helm. Nays, none. Motion carried. 3-0.

### INVOICE #31643 FROM MILANO & GRUNLOH

After reviewing the invoice, Commissioner Letizia made a motion to pay the invoice in the amount of \$1,855 for miscellaneous services. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Letizia, Schabbing, and Mayor Helm. Nays, none. Motion carried. 3-0.

### PURCHASE OF BLOWERS AND PUMPS FOR THE WASTEWATER TREATMENT PLANT

Commissioner Letizia told the council that he would like to table the purchase of any blowers or pumps until the council gets additional information from Engineer Beckman.

### PURCHASE OF A VAC TRAILER

Superintendent Durbin asked the council to table this until the entire council is in attendance.

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

No report was given.

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

No report was given.

## **ADJOURNMENT**

Commissioner Letizia made a motion to adjourn the meeting at 7:35 p.m. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Letizia, Schabbing and Mayor Helm. Nays, none. Motion carried. 3-0.