



**REGULAR COUNCIL MEETING MINUTES OF THE
CITY OF NEOGA
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING
533 CHESTNUT AVENUE, NEOGA, IL
OCTOBER 27, 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 Williams, Schabbing, Edwards, Letizia, and Mayor Helm. Others present were City Clerk Brenda Evans, City Treasurer Diana Foor, Billie Chambers, Lee Beckman, Gilbert, Metzger & Madigan LLP representatives Kelsey Swing and Heather Kuykendall.

MINUTES

After reviewing the regular session minutes from September 22, 2025, Commissioner Schabbing made a motion to approve the minutes as presented. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Schabbing, Edwards, Letizia, Williams, and Mayor Helm. Nays, none. Motion carried. 5-0.

Commissioner Letizia made a motion to approve the executive session minutes from September 8, 2025, that were corrected and presented. Commissioner Williams seconded the motion. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

PUBLIC COMMENTS

No public comments were heard.

PUBLIC AFFAIRS, MAYOR HELM

HEALTH INSURANCE FOR 2026

City Administrator / Clerk Evans gave the council quotes for health insurance policies for the full-time employees. Evans explained that all the quotes were from Blue Cross and Blue Shield of Illinois. The different programs were as follows:

Preferred Gold (no Springfield Clinic)	\$ 8,304.03 per month.
Blue PPOSM Gold 107 (includes Springfield Clinic)	\$10,163.86 per month.
Blue Gold PPOSM 503 (includes Springfield Clinic)	\$ 8,713.46 per month.

The difference between the two, which include Springfield Clinic, is that the deductibles are almost twice as much, which will be paid by employees. After a lengthy discussion, Commissioner Edwards made a motion to approve Blue PPOSM Gold 107. Commissioner Williams seconded the motion. Ayes, Commissioner Edwards, Letizia, Williams, and Mayor Helm. Nays, Commissioner Schabbing. Motion carried. 4-1.

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CEO's SANTA BREAKFAST

The Cumberland County CEO program will be holding a Santa Breakfast Bash on December 20th from 8-12 and is asking for a donation. Commissioner Edwards made a motion to donate \$500 to the CEO program for breakfast. Commissioner Williams seconded the motion. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

LETTER OF SUPPORT

City Administrator/Clerk Evans said that the city received a request for a letter of support from the City of Mattoon for a facilities improvement project at Lake Mattoon. Commissioner Letizia said that he felt this would only benefit Lake Mattoon, and he proceeded to make a motion to send a letter of support to the City of Mattoon. Commissioner Williams seconded the motion. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

ORDINANCE #1124-10-25 An Ordinance Authorizing Execution of a Contract for Private Development Pursuant to the City of Neoga, Illinois, Redevelopment Plan for Tax Increment Area (Ashley Hartke, individually and d/b/a The Studio)

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

TEXTMYGOV

City Administrator / Clerk Evans informed the council that she received a phone call requesting that the city look into TextMyGov again so that there is an avenue to communicate with the general public in the event of an emergency. Evans explained that the last time the city used TextMyGov less than 40 residents signed up for the program. Evans learned that TextMyGov has a way to enroll over 1,000 phone numbers in the Neoga area. Once enrolled, they will receive a text message offering an opt-out option. After very little discussion, no motion was made.

FINANCE, COMMISSIONER SCHABGING

MONTHLY BILLS

After reviewing the bill list, Commissioner Schabbing made a motion to pay the monthly bills as presented in the amount of \$178,507.55. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Schabbing, Edwards, Letizia, Williams, and Mayor Helm. Nays, none. Motion carried. 5-0.

FY 2025 AUDIT RESULTS

Auditor Kelsey Swing and Heather Kuykendall from Gilbert, Metzger, & Madigan explained the FY 2025 audit that they completed. Ms. Swing explained that the audit went very well, and she explained the assets, liabilities, net position, and unrestricted funds. Ms. Kuykendall proceeded to explain the utility accounts' expenses and revenues. Swing and Kuykendall explained everything so well that there were no questions asked, and the audit was filed.

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GILBERT, METZGER & MADIGAN INVOICE

The Council reviewed the invoice for the FY 2025 Audit. Commissioner Edwards made a motion to approve the invoice in the amount of \$24,850. Commissioner Letizia seconded the motion. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

PUBLIC PROPERTY, COMMISSIONER LETIZIA

UPDATES FROM MILANO & GRUNLOH

Lee Beckman updated the council on the current projects as follows:

Sewer plant – The final drawdown for the aeration is in progress.

CDAP Water Grant – The contractor is 90% complete with the project, and Pay Estimate 6 will be presented for approval.

ITEP – the contractor has substantially completed the project, and they have seeded and mulched the project area. There is a section of the sidewalk that will need to be replaced outside of the contract.

RLF & State Grant Project – This project is complete, but there is still \$141,000 in liquidated damages being resolved.

Rebuild IL/RISE Grant – Announcements were made, but the city was not successful in receiving any funds. It was again applied for under the IDOT program.

Community Facilities Grant – the city applied for these funds to purchase a vac trailer; however, the funds were depleted.

IDOT – The grant has been applied for.

Street and Alley Resurfacing – the project has been bid out, and a pre-construction meeting will be held soon.

City Hall parking lot – the bids have been received and awarded. The contracts will be signed in the coming days.

Watermain Relocation – still working on the plans for the water main relocation at the interchange.

WATERMAIN IMPROVEMENTS INVOICE #32094

Commissioner Letizia made a motion to pay Invoice #32094 for engineering services from M & G for the Watermain Improvements East of Route 45 in the amount of \$2,482.50. The motion was seconded by Commissioner Williams. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

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INVOICE #32148 FROM MILANO & GRUNLOH ENGINEERS

After reviewing the miscellaneous services, Commissioner Letizia made a motion to approve the invoice in the amount of \$16,486.25. The motion was seconded by Commissioner Edwards. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

PURCHASE OF SNOWPLOW

Superintendent Durbin gave the council a quote for a new snowplow for one of the public works pickup truck. This will allow all three employees to plow snow when needed. Commissioner Williams made a motion to approve the purchase of a snowplow in the amount of \$7,950 from Foremost Truck and Trailer Specialists. Commissioner Schabbing seconded the motion. Ayes, Commissioner Williams, Schabbing, Edwards, Letizia, and Mayor Helm. Nays, none. Motion carried. 5-0.

PAY ESTIMATE #6 FOR WATERMAIN IMPROVEMENTS

The Council reviewed pay estimate #6 for the watermain improvement project. Commissioner Letizia made a motion to approve the estimate in the amount of \$11,275.33. The motion was seconded by Commissioner Williams. Ayes, Commissioner Letizia, Williams, Schabbing, Edwards, and Mayor Helm. Nays, none. Motion carried. 5-0.

PURCHASE OF WATER METERS

Superintendent Durbin asked the Council for permission to purchase additional large meters to replace older meters that will work with the new water program. After a lengthy explanation, Commissioner Schabbing made a motion to purchase six 1" meters at \$270 per meter, four 2" meters at \$1,970 per meter, two 1½ "meters at \$1,450 per meter, two 3" meters at \$2,120 per meter, for a total cost of \$16,640, as well as returning twenty residential meters. The motion was seconded by Commissioner Williams. Ayes, Commissioner Schabbing, Edwards, Letizia, Williams, and Mayor Helm. Nays none. Motion carried. 5-0.

STREETS AND ALLEYS, COMMISSIONER EDWARDS

Commissioner Edwards didn't have anything to report.

HEALTH AND SAFETY, COMMISSIONER WILLIAMS

Commissioner Williams mentioned some concerns he had regarding the following items:

1. 20 mph speed limit signs around the park.
2. No parking signs up on 6th Street
3. Willow tree needs to be trimmed at the corner of 8th & Park Avenue
4. After the MFT project, there are a number of streets with rumble strips that need to be fixed.

Superintendent Durbin said he would address these concerns as soon as possible. Durbin said Cedar Avenue will be closed between 8th & N10th Streets while a culvert is being replaced.

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ADJOURNMENT

Commissioner Edwards made a motion to adjourn the meeting at 8:33 p.m. The motion was seconded by Commissioner Williams. Ayes, Commissioner Edwards, Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 5-0.

Brenda Evans, City Clerk