



**REGULAR COUNCIL MEETING MINUTES OF THE
CITY OF NEOGA
HELD IN THE CITY COUNCIL CHAMBERS, MUNICIPAL BUILDING
533 CHESTNUT AVENUE, NEOGA, IL
JUNE 22, 2026**

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, Letizia, and Mayor Helm. Others present were City Clerk Brenda Evans, City Treasurer Diana Foor, Police Chief Andy Schabbing, News Editor Billie Chambers, UTZ + Associate Colton Davis, and M& G Engineer Adam Kremer.

MINUTES

After reviewing the regular and executive session minutes from June 8, 2026, Commissioner Letizia made a motion to approve both sets of minutes as presented. The motion was seconded by Commissioner Williams. Ayes, Commissioner Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

PUBLIC COMMENTS

No comments were made.

PUBLIC AFFAIRS, MAYOR HELM

IML INSTITUTE AND ACADEMY

City Administrator/Clerk Evans asked for approval from the Council to attend this year's Municipal Clerks of Illinois Institute and Academy in Bloomington. This year the conference will be held on Sunday, October 4 through Friday, October 9, 2026. Commissioner Letizia made a motion to approve attending the conference. The motion was seconded by Commissioner Schabbing. Ayes, Commissioners Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

IML ANNUAL CONFERENCE

City Administrator/Clerk Evans presented to the council this year's IML Annual Conference in Chicago, which will be held September 16-19th. After a brief discussion, Commissioner Schabbing made a motion to allow City Clerk Evans and City Treasurer Foor to attend the conference. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Schabbing, Letizia, Williams and Mayor Helm. Nays, none. Motion carried. 4-0.

REGULAR CITY COUNCIL MINUTES

PAGE -2-

JUNE 22, 2026

POLICE DEPARTMENT REMODEL

Police Chief Schabbing presented to the Council that he contacted UTZ + Associates Architects regarding the remodeling of the police department. UTZ + Associates' representative presented a remodeling proposal costing approximately \$475,000. City Administrator/Clerk Evans told the council that the Police Department needs something done for it, including but not limited to a complete gutting of the inside of the building. The building is over 40 years old, and there could be structural problems that will not be known until the inside of the building is reviewed.

The second option is to build a new building which would include a municipal building, public works, and police departments. According to the engineer, this would be at a cost of approximately 2.4 -2.8 million dollars. Evans said that there may be grants available for community building projects, but she would have to do some research.

ORDINANCE 1142-06-26 AUTHORIZING EXECUTION OF LEASE AGREEMENT (MODERN FAMILY DINNERS, LLC)

After reviewing the ordinance and contract, Commissioner Schabbing made a motion to approve the ordinance as presented. Commissioner Williams seconded the motion. Ayes, Commissioner Schabbing, Williams, and Mayor Helm. Nays, Commissioner Letizia. Motion carried. 3-1.

FIELDWRXS, INC.

The council reviewed the quote from Fieldwrxs, Inc., to install a new 9U wall mount network enclosure for \$1,448.00. Commissioner Letizia made a motion to approve the quote in the amount of \$1,448. The motion was seconded by Commissioner Schabbing. Ayes, Commissioner Letizia, Williams, Schabbing, and Mayor Helm. Nays, none. Motion carried. 4-0.

SALES OF LOTS ON CHESTNUT AVENUE

City Administrator/Clerk Evans informed the council that she received a request to purchase the remaining lots in the 800 block of Chestnut. Evans explained the lots were located north of Ballinger Concrete. It was the consensus of the council to get the appraised value of the remaining lots.

FINANCE, COMMISSIONER SCHABGING

MONTHLY BILLS

After reviewing the bill list, Commissioner Schabbing moved to pay the monthly bills as presented in the amount of \$611,048.34. Commissioner Letizia seconded the motion. Ayes, Commissioner Schabbing, Letizia, Williams, and Mayor Helm. Nays, none. Motion carried. 4-0.

REGULAR CITY COUNCIL MINUTES

PAGE -3-

JUNE 22, 2026

PUBLIC PROPERTY, COMMISSIONER LETIZIA

UPDATES FROM MILANO & GRUNLOH

Engineer Beckman was unable to attend the meeting; however, he submitted a written report. The updates were:

CDAP Water Grant: Seeding and mulching will be done in the next couple of weeks.

ITEP: There is still one section of sidewalk that needs to be replaced outside the contract.

Street & Alley: Change orders #3, #4, and pay estimate #3 all need approval.

City Hall Parking Lot: Change order #1 to increase of \$22,546.20 to add frost footing to 5' by 5' ft stoop and the additional grading and aggregate.

QUOTE FOR ELECTRICAL WORK ON NEW BLOWERS

Superintendent Durbin explained to the council that the new wastewater treatment plant blowers need to have some additional electrical work done for the building. Durbin had one quote, and the council asked him to get at least three quotes on the project.

FROST FOOTING ON STEPS OF PARKING LOT

City Clerk Evans explained to the council that the concrete parking lot needed to have frost footing on the stoop by the back door. It will be a change order for the project. The council expressed their concern about the number of change orders that every project has, and it seems like they always cost over \$20,000.

CHANGE ORDER #1 FOR PARKING LOT

The change order was an increase of \$22,546.20 for two separate items. One was to concrete behind the police department in the amount of \$20,546.20, and the remaining was for a frost footing for \$2,000. After reviewing the invoice, Commissioner Schabbing made a motion to pay \$2,000 for the frost footing on the stoop but table the remaining quote of \$20,546.20. Commissioner Williams seconded the motion. Ayes, Commissioner Schabbing, Letizia, Williams, and Mayor Helm. Nays, none. Motion carried. 4-0.

EMERGENCY PLAN AGREEMENT FOR EPA

City Administrator / Clerk Evans explained to the council that the EPA inspected the water system and asked about an emergency plan agreement. Evans said the city does not have an emergency plan since we shut the water plant down. Evans explained that M & G has been writing the emergency plans for a number of other communities in the area and will write one for Neoga for \$2,000. It was the consensus of the council to table this to see if Evans could write the plan.

REGULAR CITY COUNCIL MINUTES

PAGE -4-

JUNE 22, 2026

STREETS AND ALLEYS, COMMISSIONER EDWARDS

INVOICE #32935 FROM M & G

After reviewing the invoice, Commissioner Williams made a motion to pay the invoice in the amount of \$5,927.25. The motion was seconded by Commissioner Letizia. Ayes, Commissioner Williams, Schabbing, Letizia, and Mayor Helm. Nays, none. Motion carried. 4-0.

CHANGE ORDER #4 FOR WALNUT AND ALLEY PROJECT

This change order was to place hot asphalt at the south end of the alley and concrete between the alley and Thunder Lanes and the north end of the alley. Commissioner Williams made a motion to approve the change order for \$17,862.68. The motion was seconded by Commissioner Schabbing. Ayes, Commissioners Williams, Schabbing, Letizia, and Mayor Helm. Nays, none. Motion carried. 4-0.

HEALTH AND SAFETY, COMMISSIONER WILLIAMS

Commissioner Williams thanked the public works employees for responding so quickly to block off the sidewalk and alley from the collapsing building on 7th Street. Williams also asked if the city could get metal plates to place over the broken sidewalk along RT #45 until the sidewalk can be repaired.

ADJOURNMENT

Commissioner Schabbing made a motion to adjourn the meeting at 8:20 p.m. The motion was seconded by Commissioner Williams. Ayes, Commissioner Schabbing, Letizia, Williams, and Mayor Helm. Nays, none. Motion carried. 4-0.

Brenda Evans, CMC
City Clerk