

City of Cuba- Council Meeting Minutes
 Minutes taken from November 25th 2025
 Meeting Held at: City Hall / 403 E Jefferson St, Cuba IL

Call to Order:

Mayor Cozart called Council Meeting to order at 7 PM

Pledge of Allegiance:

Completed

Roll Call	Aye's	Nay's	Absent
Alderman Scharping	X		
Alderman Yocum	X		
Alderman Falk	X		
Alderwoman Clark	X		
Mayor Cozart	X		
Alderman Lynch			X
Alderman Burgett	X		

Review & Approval of Agenda

Alderman Falk requested to add the cash-out and rollover of CDs under Finance, with potential action to be taken. Mayor Cozart requested to add discussion of time off requests/vacation time under Personnel. Motion and second to approve the agenda with the amendments, Alderman Falk/ Yocum, all Aye's, Motion carried

Review & Approval of Minutes:

Under the Water & Sewer Committee minutes, verbiage needs to be corrected to reflect that the issue involved the replacement of a furnace, not a water heater. In addition, the spelling of Schnarr & Sons must be corrected. Motion and second to approve Council Meeting minutes from November 12th with amendments Alderman Yocum/ Burgett, all Aye's, Alderman Falk abstained due to absence, Motion carried
 Motion and second to approve Committee Meeting Minutes, Finance 10/27, City Property 10/29, and Committee of the Whole 10/29 and 11/3, Alderman Yocum/ Burgett, all Aye's, Motion carried.

Water Clerks Report:

Mrs. Leasman reported 12 residents were flagged and 3 are due for shut off.

Clerks Report:

Nothing discussed

Treasurer's Report:

The following amounts were deducted from the respective accounts to pay monthly obligations and bills.
 General Fund: \$18,277.07
 Garbage: \$9,421.67
 Sewer: \$2,613.86
 TIF: \$312
 Water: \$33,983.11

Bill Total: \$64,607.71

Mrs. Yocum noted that this amount does not include the payment for the City's Insurance Renewal

Finance:

Motion and second to pay bills per warrant presented by City Treasurer Mrs. Yocum,
Alderman Falk/ Scharping

Roll Call	Aye's	Nay's	Absent
Alderman Yocum	X		
Alderman Falk	X		
Alderman Scharping	X		
Alderwoman Clark	X		
Alderman Burgett	X		
Alderman Lynch			X

Motion carried

Motion and second to make the appropriate transfers per warrant presented by City Treasurer Mrs. Yocum
Alderman Falk/ Scharping

Roll Call	Aye's	Nay's	Absent
Alderman Falk	X		
Alderman Burgett	X		
Alderman Scharping	X		
Alderwoman Clark	X		
Alderman Yocum	X		
Alderman Lynch			X

Motion carried

Motion and second to approve the following Purchase Orders:

Precision Tank- \$222.03 Vac hose and clamps

Midwest Meters- \$1,425 3" Hydrant meter, adaptors, and swivel

Amazon- \$31.00 Garland/ lanterns on the square

Walmart- \$30.48 Candy canes/ Christmas parade

Ditch Witch- \$84.25

Fulton County Democrat- \$214.50 Asbestos Abatement ad for bids

Amazon- \$83.76 Clinoid for bucket truck

Total Purchase Orders- \$2,091.02

Roll Call	Aye's	Nay's	Absent
Alderman Burgett	X		
Alderman Yocum	X		
Alderman Falk	X		
Alderwoman Clark	X		
Alderman Scharping	X		
Alderman Lynch			X

Motion carried

Motion and second to cash out the Garbage Certificate of Deposit in the amount of \$51,280.75 upon maturity on December 10th, 2025. Alderman Falk/ Burgett

Roll Call	Aye's	Nay's	Absent
Alderman Falk	X		
Alderman Burgett	X		
Alderman Scharping	X		
Alderwoman Clark	X		
Alderman Yocum	X		
Alderman Lynch			X

Motion carried

Motion and second to reinvest the Certificates of Deposit for Motor Fuel in the amount of \$51,280.75 and Tax Increment in the amount of \$51,280.75, both maturing on December 10th, 2025, with the new maturity date to be determined. Alderman Falk/ Scharping

Roll Call	Aye's	Nay's	Absent
Alderman Scharping	X		
Alderman Yocum	X		
Alderman Burgett	X		
Alderwoman Clark	X		
Alderman Falk	X		
Alderman Lynch			X

Motion carried

City Treasurer Mrs. Yocum reviewed the 2025 Tax Levy with the Council. Motion and second to adopt Ordinance 25-11-025, the Annual Tax Levy, as presented.

Alderman Falk/ Burgett

Roll Call	Aye's	Nay's	Absent
Alderman Yocum	X		
Alderman Falk	X		
Alderman Scharping	X		
Alderwoman Clark	X		
Alderman Burgett	X		
Alderman Lynch			X

Motion carried

City Property:

Mrs. Leasman informed the Council that she spoke with the Art Teacher at the high school and they will be creating a new sign for the community center, at this time the sign will be created at no cost to the city.

Mayor Cozart presented 3 bids for the construction of a storage building for OSF and City equipment.

The 3 bids presented, Northedge Steel, United Metal Buildings, and American Steel. Mayor Cozart stressed the importance of moving forward to choose a bid and make a payment for the deposit, for the month of November each company is running a manufacture discount if a bid is not chosen and down payment not provided by the end of the month we will loose out on the discount. Mayor Cozart noted that the bids do not include plumbing, concrete or electrical.

Motion and second to approve bid from American Steel and provide down payment in the amount of \$9,719.32

Alderman Falk/ Scharping

Roll Call	Aye's	Nay's	Absent
Alderman Burgett	X		
Alderman Scharping	X		
Alderman Falk	X		
Alderwoman Clark	X		
Alderman Yocum	X		
Alderman Lynch			X

Motion carried

Garbage:

Alderman Burgett inquired about an invoice from GFL for the dumpsters for the fall drive, an invoice has not yet been sent by GFL. He also reminded the Council that garbage pick up will be on Saturday November 29th due to Thanksgiving.

Police:

Alderwoman Clark informed the Council that the Police contract is currently being reviewed by the States Attorneys office, once they are finished reviewing the contract it will be brought back to the table for review.

Legal:

Alderman Scharping informed the Council of a letter received from the Illinois Department of Revenue regarding Non-Home Rule Retailers Tax Ordinance 25-07-024. IDOR requested that the City make changes to the ordinance and repass it at the Council table. Motion and second to pass Ordinance No. 25-11-026, Non-Home Rule Municipal Retailers' Occupation Tax and a Non-Home Rule Municipal Service Occupation Tax in the City of Cuba.

Alderman Scharping/ Yocum

Roll Call	Aye's	Nay's	Absent
Alderman Falk	X		
Alderman Burgett	X		
Alderman Yocum	X		
Alderwoman Clark	X		
Alderman Scharping	X		
Alderman Lynch			X

Motion carried

Streets & Alleys:

Nothing Discussed

Water & Sewer:

Nothing Discussed

Personnel:

Mayor Cozart reviewed the policy for personal and vacation time. If either type of time off is being requested, an employee must complete a request form at least one week in advance for approval before taking the time off. Emergency situations may be approved immediately on a case-by-case basis.

Planning and Economic Development:

Alderwoman Clark discussed with the Council the plan for the empty lot at 123 S 3rd Street. The prison is currently making planters for flowers, and the muscle statue will be placed in the empty lot.

Old/ New Business:

The Christmas parade will be held December 6th

City Hall employee Christmas Party will be held at Camino Real in Canton on December 20th at 5 PM

Food Pantry Bingo night will be held December 13th at the American Legion at 4 PM

Adjournment:

Motion and second to adjourn at 9:12 PM Mayor Cozart/ Alderman Burgett, all Aye's, Motion carried

