



Regular Meeting Minutes – Village of Timberlane – February 20th, 2025

1. Call to order at 7:00pm by President Steve Rapp at the Timberlane Village Hall at 2940 Charleston Ct., Caledonia, IL 61011.
2. Roll call: Present: Stacy Kleyn, Debbie Marner, Paul Loner, Greg Hills, Donna Leone, Jonathan Lipscomb, Steve Rapp. Absent: Darcy Hills
3. There were no guests.
4. Motion made by Greg Hills, seconded by Donna Leone to approve January 16th, 2025, regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
5. President’s Report: Steve Rapp received a resident’s call about shots being fired from Boone Lake Gun Club. No action taken. He received positive feedback on snow and ice control from residents and trustees concerning Midwest Dirt.
6. Treasurer’s Report:
 - a. Motion made by Jonathan Lipscomb, seconded by Donna Leone to approve the January 2025 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. The following bills were submitted for February 2025 payment. Motion made by Paul Loner, seconded by Greg Hills to approve bills. Roll call vote: Ayes: Donna Leone, Greg Hills, Paul Loner, Jonathan Lipscomb, Nay: 0 Absent: Darcy Hills.

Date	Num	Payee	Payment	Motion Made:	Motion Seconded:
02/03/2025		IL Department of Revenue	\$ 108.91	Paul L.	Greg H.
02/20/2025	3389	Darcy A. Hills	\$ 87.40	Paul L.	Greg H.
02/20/2025	3390	Gregory S. Hills	\$ 87.40	Paul L.	Greg H.
02/20/2025	3391	Stacy M Kleyn	\$ 479.03	Paul L.	Greg H.
02/20/2025	3392	Donna M. Leone	\$ 87.40	Paul L.	Greg H.
02/20/2025	3393	Jonathan M. Lipscomb	\$ 87.40	Paul L.	Greg H.
02/20/2025	3395	Debra K. Marner	\$ 218.50	Paul L.	Greg H.
02/20/2025	3396	Stephen M. Rapp	\$ 799.00	Paul L.	Greg H.
02/20/2025	3397	Com Ed	\$ 50.93	Paul L.	Greg H.
02/20/2025	3398	CES Inc.	\$ 377.50	Paul L.	Greg H.
02/20/2025	3399	B & F Construction Code Services, Inc.	\$ 605.00	Paul L.	Greg H.
02/20/2025	3400	Hi Viz Inc.	\$ 300.00	Paul L.	Greg H.
02/20/2025	3401	B & F Construction Code Services, Inc.	\$ 370.00	Paul L.	Greg H.
		Total for General Checking Non-Specific	\$ 3,658.47	Paul L.	Greg H.
02/20/2025	1013	Boone County Motor Fuel Tax	\$ 5,530.32	Paul L.	Greg H.
02/20/2025	1014	MWD Services, Inc.	\$ 8,472.40	Paul L.	Greg H.
		Total for MFT Checking	\$14,002.72	Paul L.	Greg H.
		Total Funds	\$17,661.19	Paul L.	Greg H.

7. Committee Reports
 - a. Finance
 - i. Stacy Kleyn prepared files for our annual financial audit with Lauterbach & Amen, LLP. She met with the auditor and also responded to various questions they had. Stacy confirmed the Tax Levy amounts and mailed confirmation to the Boone County Deputy Clerk.

- b. Planning and Zoning
 - i. Greg Hills offered to amend the Zoning Ordinances and Subdivision Codes book's page numbers on the Table of Contents.
 - ii. Steve Rapp has not been updated concerning the Schmacher property (IL 76 and Caledonia Road) for possible self-storage opportunities. However, Stacy Kleyn received an invoice from Civil Engineering Services. Steve offered to send the invoice to Schmacher for review.
 - iii. An anonymous letter was received concerning overflowing garbage bins and receptacles left out in public view at 3346 Prairie Rd. The board of trustees offered to review village ordinances concerning rubbish control.
 - iv. Steve Rapp received a Professional Service Agreement from B & F Construction Code Services, Inc., for the purpose of reviewing and updating Timberlane's current 2003 building codes and associated amendments and ordinances. This project will provide the following: update building codes to the 2021 International Code and present results at one future board meeting. This project does not include a review of zoning, permit fees or other ordinances that are not related to the construction and maintenance codes. If municipalities have not incorporated the 2021 International codes, by default they may be subject to the state level codes for new construction only.
 - v. Motion made by Paul Loner, seconded by Donna Leone to accept the B&F CC Services service agreement as written for \$4,500.00. The code study and meeting are to be completed in approximately 3 months. Roll call vote: Ayes: Donna Leone, Greg Hills, Paul Loner, Jonathan Lipscomb, Nay: 0 Absent: Darcy Hills.
 - c. Roads/Highways/Bridges
 - i. The replacement of bridge # 004-3036 on Dawson Lake Road over a branch of Beaver Creek: Steve offered to request bridge contractor quotes for structural concrete repair/maintenance on a time/material basis.
 - ii. The repairs for bridge # 004-6000 on Orth Road over Beaver Creek: Steve offered to request bridge contractor quotes for structural concrete repair/maintenance on a time/material basis.
 - d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran in Timberlane
 - i. None.
8. Old Business
- a. No update from Trent Ferguson on preparing bid letting for the single garbage hauler project.
 - b. No update on a possible handout to communicate Timberlane Village's 30-year history, purpose and roles/duties of board positions. After trustee review, this handout may be given out to residents. Possible open house yet this year.
9. New Business
- a. Steve Rapp spoke with Clarke Mosquito concerning their pricing. Jack Thennisch confirmed that Timberlane had entered the final year of their 3-year contract. They will provide the detailed 2025 invoice.

- b. Jonathan Lipscomb mentioned that connecting the Newbury Place walking path to a new path in Prairie Meadow in the future would be useful for village residents.

Open Actions:	Meeting	Contact
Revision of Timberlane By-laws to include electronic attendance	Mar 2014	Debbie Marner
Timberlane has been asked to adopt 2015 International Residential Codes for Inspections (IRC, IBC, IMC), 2014, 2011 NEC codes.	Oct 2016	Steve Rapp along with Drew Bliss
Review three draft ordinances and provide guidance to the board: O20-324-04 Noise ordinance, O20-324-05 Street Parking ordinance	April 2021	Steve Rapp, Trent Ferguson, attorney
New Ordinance stating the surface of driveways within the easement shall match the roadway surface type that it intersects (J. Krohn)	Oct 2021	Steve Rapp, Trent Ferguson
IL EPA storm water waiver in progress.	2021	Steve Rapp, CES
Donna Leone asked about adding a speed limit size on Orth Rd near 76 since there may not be one in the area.	Aug 2022	Steve Rapp
Revise Timberlane's 2012 Comprehensive Plan	Jan 2023	Full board
IFHDA stated that Timberlane is determined to be a "Non-Exempt Local Government". The Affordable Housing Planning and Appeal Act requires that Timberlane is to create, adopt and submit an affordable housing plan to IHDA within 18 months after notification of its non-exempt status.	Jan 2024	Steve Rapp, Trent Ferguson
Determine the legal use of the cannabis tax income	Jan 2024	Steve Rapp

- i. Motion made by Jonathan Lipscomb, seconded by Paul Loner to adjourn at 8:11pm
Vote all ayes, 0 nays, and 1 absent.