



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

1. Call to order at 7:01pm 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, Darcy Hills, Steve Rapp. Absent: 0
3. There were no guests.
4. Motion made by Paul Loner, seconded by Greg Hills to approve February 20th, 2025, regular meeting minutes. Vote all ayes, 0 nays, 0 absent.
5. President’s Report: Steve Rapp wants to meet with the Boone Lake Gun Club about the residents’ concerns. Also, he reached out to several residents about trustee positions and has asked attorney Trent Ferguson about the legality of reducing the number of trustees.
6. Treasurer’s Report:
 - a. Motion made by Donna Leone, seconded by Paul Loner to approve the March 2025 Treasurer's Report. Vote all ayes, 0 nays, and 0 absent.
 - b. The following bills were submitted for March 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, Darcy Hills, Nay: 0 Absent: 0.

| Date | Num | Payee | Payment | Motion Made: | Motion Seconded: |
|-------------|------------|-------------------------------|-------------------|---------------------|-------------------------|
| 3/20/2025 | 3411 | Lauterbach & Amen, LLP | \$4,500.00 | Paul L. | Greg H. |
| 3/20/2025 | 3402 | Gregory S. Hills | \$ 159.50 | Paul L. | Greg H. |
| 3/20/2025 | 3403 | Stacy M Kleyn | \$ 479.02 | Paul L. | Greg H. |
| 3/20/2025 | 3412 | Donna M. Leone | \$ 87.40 | Paul L. | Greg H. |
| 3/20/2025 | 3405 | Jonathan M. Lipscomb | \$ 87.40 | Paul L. | Greg H. |
| 3/20/2025 | 3406 | Paul D. Loner | \$ 87.40 | Paul L. | Greg H. |
| 3/20/2025 | 3407 | Debra K. Marner | \$ 218.49 | Paul L. | Greg H. |
| 3/20/2025 | 3408 | Stephen M. Rapp | \$ 799.00 | Paul L. | Greg H. |
| 3/20/2025 | 3409 | Com Ed | \$ 51.23 | Paul L. | Greg H. |
| 3/20/2025 | 3410 | CES Inc. | \$ 585.00 | Paul L. | Greg H. |
| | | Total General Checking | \$7,054.44 | Paul L. | Greg H. |
| 3/20/2025 | 1015 | Boone County Motor Fuel Tax | \$1,296.56 | Paul L. | Greg H. |
| 3/20/2025 | 1016 | MWD Services, Inc. | \$ 480.00 | Paul L. | Greg H. |
| | | Total MFT Checking | \$1,776.56 | Paul L. | Greg H. |
| | | Total Funds | \$8,831.00 | Paul L. | Greg H. |

7. Committee Reports
 - a. Finance
 - i. Stacy Kleyn stated that the 2024 annual financial audit with Lauterbach & Amen, LLP was going well. They plan to present audit results to the full board at the regular April 2025 meeting.
 - b. Planning and Zoning
 - i. Motion made by Greg Hills, seconded by Donna Leone to adopt O25-079-01 Revising the Zoning Ordinance Code Book. Vote all ayes, 0 nays, 0 absent.

The clerk and Greg Hills will prepare the Code book revisions for posting on the website.

- ii. Stacy Kleyn offered to send the Civil Engineering Services invoices to Schumacher along with an invoice to pay concerning the potential buyers.
 - iii. Steve Rapp has not received an update concerning the 3-month study to revise Timberlane’s building codes from B & F Code Construction.
- c. Roads/Highways/Bridges
- i. Donna Leone presented landscape drawings for under the 4 Timberlane signs to the board of trustees. They included plants, stone and fabric.
 - ii. Trustees decided to purchase 2 deer crossing signs for Dawson Lake Rd.
 - iii. Donna Leone offered to obtain quotes for dirt and grass seed replacement at the road edges within the Timberlane subdivision.
 - iv. The replacement of bridge # 004-3036 on Dawson Lake Road over a branch of Beaver Creek: Steve requested the scope of work from Justin Krohn, Boone County Highway engineer before requesting bridge contractor quotes for structural concrete repair/maintenance on a time/material basis.
 - v. The repairs for bridge # 004-6000 on Orth Road over Beaver Creek: Steve requested the scope of work from Justin Krohn, Boone County Highway engineer before requesting 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. Steve Rapp is working with attorney Trent Ferguson on preparing bid letting for the single garbage hauler project. Steve offered to send examples from other municipalities to Trent for review.
 - b. Darcy Hills and trustees discussed whether to hold an open house, post cards, etc to attract candidates for open positions.
9. New Business
- a. Motion made by Donna Leone, seconded by Paul Loner to approve R25-079-01 Spring Weight Limits. Vote all ayes, 0 nays, 0 absent.
 - b. Motion made by Jonathan Lipscomb, seconded by Donna Leone to approve R25-079-02 IDOT Snow and Ice Control 2025. Vote all ayes, 0 nays, 0 absent.
 - c. Motion made by Paul Loner, seconded by Jonathan Lipscomb to approve IDOT Estimate for Maintenance Costs for 2025 Snow and Ice Control 2025. Vote all ayes, 0 nays, 0 absent.
 - d. Motion made by Paul Loner, seconded by Donna Leone to approve IDOT Maintenance Expenditure for 2024. Vote all ayes, 0 nays, 0 absent.
 - e. Debbie Marner, clerk, presented highlights from the 1st meeting with Region 2 District 2 IDOT representatives that Justin Krohn hosted for Boone County municipalities. The IDOT history, Motor Fuel Taxes, road and bridge planning topics were discussed.

| 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 two 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 |
| 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 Paul Loner, seconded by Darcy Hills to adjourn at 8:25pm Vote all ayes, 0 nays, and 0 absent.