



Regular Meeting Minutes – Village of Timberlane – January 19th, 2023

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: Steve Rapp, Stacy Kleyn, Debbie Marner, Jonathan Lipscomb, Andrea Ulbert, Greg Hills, Donna Leone, and Darcy Hills. Absent: Paul Loner.
3. There was one guest.
4. Motion made by Greg Hills, seconded by Donna Leone to approve December 15th, 2022, regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
5. President’s Report: Steve Rapp’s comments are within the meeting minutes below.
6. Treasurer’s Report:
 - a. Motion made by Donna Leone, seconded by Greg Hills to approve the December 2022 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. The following bills were submitted for payment. Motion made by Jonathan Lipscomb, seconded by Donna Leone to approve bills. Roll call vote: Ayes: Andrea Ulbert, Darcy Hills, Jonathan Lipscomb, Greg Hills, Donna Leone. Nay: 0, Absent: Paul Loner.

Date	Number	Payee	Payment	Motion Made:	Motion Seconded:
1/3/2023	MyTaxIL	Illinois Department of Revenue	\$ 116.33	Jonathan L	Donna L
1/11/2023	3083	Com Ed	\$ 38.90	Jonathan L	Donna L
1/19/2023	3084	Andrea Ulbert	\$ 87.40	Jonathan L	Donna L
1/19/2023	3085	Darcy A Hills	\$ 159.50	Jonathan L	Donna L
1/19/2023	3086	Debra K Marner	\$ 290.60	Jonathan L	Donna L
1/19/2023	3087	Donna M Leone	\$ 87.40	Jonathan L	Donna L
1/19/2023	3088	Gregory S Hills	\$ 135.47	Jonathan L	Donna L
1/19/2023	3089	Jonathan M Lipscomb	\$ 87.40	Jonathan L	Donna L
1/19/2023	3090	Stacy M Kleyn	\$ 431.00	Jonathan L	Donna L
1/19/2023	3091	Stephen M Rapp	\$ 799.00	Jonathan L	Donna L
1/19/2023	3092	United States Treasury	\$ 1,330.34	Jonathan L	Donna L
1/19/2023	3093	B & F Construction Code Services, Inc.	\$ 315.00	Jonathan L	Donna L
1/19/2023	1076	Midwest Dirt	\$3,848.78	Jonathan L	Donna L
		Total Funds	\$7,727.12		
		US Bank - General Checking - Non-Specific	\$3,878.34		
		US Bank - MFT Checking	\$3,848.78		

7. Committee Reports
 - a. Finance
 - i. Stacy Kleyn distributed the W2 forms to the board. She began working with Lauterbach & Amen, LLP auditors to plan the schedule and required documents for the 2022 financial audit.
 - b. Planning and Zoning
 - i. Board of Trustees discussed village boundaries, properties on IL76 and commercial zoning concerning revising the 2012 Comprehensive Plan.
 - c. Roads/Highways/Bridges
 - i. Commonwealth Edison tree trimming began this month.

- ii. Steve Rapp will ask Justin Krohn for an update on the Orth Rd re-paving project for 2023. He will ask for pricing to stripe the middle and edge of the road and cut deeper into Squirrel Tree and Orth roads just past the new culvert.
 - d. Village Hall located at *2940 Charleston Ct, Immanuel Lutheran at Timberlane*
 - i. The Church provided their keypad door entry number to the board.
- 8. Old Business
 - a. Big thank you to the Hills family for re-arranging the office furniture last month.
 - b. Steve Rapp offered to contact Chad's Excavating for removing old sign equipment.
 - c. Darcy Hills asked questions that Shawcraft in Machesney Park needed to quote for four road signage advertising Timberlane Village. Four possible locations are:
 - i. Southwest corner of Orth Road and IL76
 - ii. Northeast corner of Orth Road and Caledonia Road
 - iii. Northwest corner of Dawson Lake Road and IL76
 - iv. Northeast corner of Newbury Place and Caledonia Road
 - d. Guest Joan Sage from Comcast presented a draft 10-year Cable Franchise Agreement. Attorney Trent Ferguson is reviewing the agreement. Cable Franchise Agreements (CFA) are required by the FCC and IL state laws. They allow entrance onto easements and utilities. Renewal time is 3-years before expiration of the agreement. Comcast studies the area by way of a feasibility study for providing service to Timberlane village. After signature approval of the feasibility study construction would follow. Comcast would setup meetings and follow ordinances. Comcast states that a 1.2-gigawatt service would then be standard here as it is in Chicago. Comcast offers lower cost assistance to customers Joan Sage stated.
 - e. Motion made by Darcy Hills, seconded by Jonathan Lipscomb to approve the Comcast Cable Franchise Agreement as received contingent upon review by the Trent Ferguson, village attorney and Kevin Bunge, CES engineer. Vote all ayes, 0 nays, and 1 absent. Steve Rapp will notify Comcast.
 - f. Motion made by Jonathan Lipscomb, seconded by Andrea Ulbert to approve the Frontier Cable Franchise Agreement as received contingent upon review by the Trent Ferguson, village attorney and Kevin Bunge, CES engineer. Vote all ayes, 0 nays, and 1 absent. Steve Rapp will notify Frontier.
 - g. Creation of a Master Cable Franchise Agreement may be a result of these in process agreements.
 - h. The new Timberlane Highway Right of Way Utility Permit Application was drafted by Kevin Bunge, CES and under Trent Ferguson's legal review.
- 9. New Business
 - a. Motion made by Greg Hills, seconded by Donna Leone to approve resolution R23-019-01 Spring Weight Limits. Vote all ayes, 0 nays, and 1 absent.

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: O20-324-03 Burning ordinance, 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

- i. Motion made by Jonathan Lipscomb, seconded by Darcy Hills to adjourn at 8:50pm
Vote all ayes, 0 nays, and 1 absent.