



**Regular Meeting Minutes – Village of Timberlane – February 16<sup>th</sup>, 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, Paul Loner, and Darcy Hills. Absent: Donna Leone.
3. There were no guests.
4. Motion made by Darcy Hills, seconded by Andrea Ulbert to approve January 19<sup>th</sup>, 2023, regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
5. President’s Report: Steve Rapp responded to questions on cable franchise agreement.
6. Treasurer’s Report:
  - a. Motion made by Jonathan Lipscomb, seconded by Greg Hills to approve the January 2023 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
  - b. The following bills were submitted for payment. Motion made by Greg Hills, seconded by Andrea Ulbert to approve bills. Roll call vote: Ayes: Andrea Ulbert, Darcy Hills, Paul Loner, Jonathan Lipscomb, Greg Hills. Nay: 0, Absent: Donna Leone.

Date	Number	Payee	Payment	Motion Made:	Motion Seconded:
2/6/2023	MyTaxIL	Illinois Department of Revenue	\$ 122.26	Greg H	Andrea U
2/8/2023	3094	Com Ed	\$ 39.23	Greg H	Andrea U
2/16/2023	3095	Andrea Ulbert	\$ 87.40	Greg H	Andrea U
2/16/2023	3096	Darcy A Hills	\$ 87.40	Greg H	Andrea U
2/16/2023	3097	Debra K Marner	\$ 218.49	Greg H	Andrea U
2/16/2023	3098	Donna M Leone	\$ 87.40	Greg H	Andrea U
2/16/2023	3099	Gregory S Hills	\$ 87.40	Greg H	Andrea U
2/16/2023	3100	Jonathan M Lipscomb	\$ 87.40	Greg H	Andrea U
2/16/2023	3101	Stacy M Kleyn	\$ 431.00	Greg H	Andrea U
2/16/2023	3102	Stephen M Rapp	\$ 799.00	Greg H	Andrea U
2/16/2023	3103	CES Inc.	\$ 730.63	Greg H	Andrea U
2/16/2023	3104	Clarke Environmental Mosquito Mgmt, Inc.	\$ 4,463.00	Greg H	Andrea U
2/16/2023	3105	B & F Construction Code Services, Inc.	\$ 340.00	Greg H	Andrea U
2/16/2023	3106	Midwest Dirt	\$310.00	Greg H	Andrea U
2/16/2023	1077	Midwest Dirt	\$6,879.60	Greg H	Andrea U
		<b>Total Funds</b>	<b>\$ 14,770.21</b>		
		US Bank - General Checking - Non-Specific	\$ 7,580.61		
		US Bank - General Checking - Streets	\$ 310.00		
		US Bank - MFT Checking	\$ 6,879.60		

7. Committee Reports
  - a. Finance
    - i. Stacy Kleyn provided Lauterbach & Amen, LLP auditors information for the 2022 financial audit. When complete they will present to the board at a regular board meeting.
    - ii. Paul Loner asked about investment opportunities for utilizing village funds to receive higher interest rates. Stacy Kleyn offered to contact

Curt Newport, Boone County Treasurer, the Illinois Municipal Funds and our auditors for more information.

- b. Planning and Zoning
    - i. None.
  - c. Roads/Highways/Bridges
    - i. Steve Rapp will contact Justin Krohn, Boone County Highway and Kevin Bunge, CES for a list of approved Bridge Inspectors. Hanson Engineering is no longer able to perform bridge inspections for Timberlane Village as they have in past years.
    - ii. Steve Rapp received road paint striping quotes to add to the Orth Rd re-paving project for 2023.
  - d. Village Hall located at *2940 Charleston Ct, Immanuel Lutheran at Timberlane*
    - i. None.
8. Old Business
- a. Darcy Hills presented a digital sign design from Shawcraft in Machesney Park. The board of trustee’s choice a burgundy background and added the incorporation year to the single sided design. Prices to follow.
  - b. Comcast Cable Franchise Agreement that was approved last month remains contingent upon the final reviews from Trent Ferguson, village attorney and Kevin Bunge, CES engineer.
  - c. Frontier Cable Franchise Agreement that was approved last month remains contingent upon the final reviews from Trent Ferguson, village attorney and Kevin Bunge, CES engineer.
  - d. No update on the creation of a Master Cable Franchise Agreement.
  - e. Trustees are reviewing the Timberlane Highway Right of Way Utility Permit Application as drafted by Kevin Bunge, CES. An Ordinance may be needed as well.
  - f. Steve Rapp offered to speak to Kevin Bunge concerning the scope of work required to revise Timberlane’s 2012 Comprehensive Plan. Boone County Planning dept is not able to help currently.
9. New Business
- a. Motion made by Darcy Hills, seconded by Jonathan Lipscomb to approve a new 3-year contract for mosquito abatement with Clarke Mosquito Co. as received for \$4,463.00 for 2023 season. Pricing for 2024-2025 shall not exceed the cost-of-living allowance. Roll call vote: Ayes: Andrea Ulbert, Darcy Hills, Paul Loner, Jonathan Lipscomb, Greg Hills, Nay: 0, Absent: Donna Leone.

<b>Open Actions:</b>	<b>Meeting</b>	<b>Contact</b>
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 8:01pm  
Vote all ayes, 0 nays, and 1 absent.