



Regular Meeting Minutes – Village of Timberlane – May 18th, 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, Greg Hills, Paul Loner, Donna Leone, and Andrea Ulbert. Absent: Darcy Hills.
3. There were no guests.
4. Motion made by Jonathan Lipscomb, seconded by Paul Loner to allow Steve Rapp to act on behalf of a village trustee. Vote all ayes, 0 nays, 1 absent.
5. Clerk, Debra Marner swore in Andrea Ulbert, Donna Leone, and Greg Hills as trustees for new 4-year terms. Congratulations!
6. Motion made by Donna Leone, seconded by Greg Hills to approve April 20th, 2023, regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
7. President’s Report: Steve Rapp said the SAM.GOV site has been officially updated. IDOT requests for two oversize (not overweight) vehicles were not denied access to travel on Orth Road. Steve responded to a complaint about property lawn trimming, skids, and chickens on Squirrel Tree Lane.
8. Treasurer’s Report:
 - a. Motion made by Jonathan Lipscomb, seconded by Donna Leone to approve the April 2023 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. The following bills were submitted for payment. Motion made by Andrea Ulbert, seconded by Donna Leone to approve bills. Roll call vote: Ayes: Andrea Ulbert, Donna Leone, Greg Hills, Paul Loner, Jonathan Lipscomb. Nay: 0, Absent: 1

Date	Num	Payee	Payment	Motion Made:	Motion Seconded:
05/08/2023	MyTaxIL	Illinois Department of Revenue	-106.43	Andrea U	Donna L
05/18/2023	3136	Ray A Ferguson & Assoc, Ltd	-6.00	Andrea U	Donna L
05/08/2023	3137	Com Ed	-40.71	Andrea U	Donna L
05/18/2023	3138	Stephen M. Rapp	-21.11	Andrea U	Donna L
05/18/2023	3139	Debra K. Marner	-37.39	Andrea U	Donna L
05/18/2023	3140	Postmaster	-94.00	Andrea U	Donna L
05/18/2023	3141	CES Inc.	-773.88	Andrea U	Donna L
05/18/2023	3142	B & F Construction Code Services, Inc.	-95.00	Andrea U	Donna L
05/18/2023	3143	Darcy A. Hills	-87.40	Andrea U	Donna L
05/18/2023	3144	Gregory S. Hills	-87.40	Andrea U	Donna L
05/18/2023	3145	Stacy M Kleyn	-430.75	Andrea U	Donna L
05/18/2023	3146	Donna M. Leone	-87.40	Andrea U	Donna L
05/18/2023	3147	Jonathan M. Lipscomb	-87.40	Andrea U	Donna L
05/18/2023	3148	Paul D. Loner	-87.40	Andrea U	Donna L
05/18/2023	3149	Debra K. Marner	-218.50	Andrea U	Donna L
05/18/2023	3150	Stephen M. Rapp	-799.00	Andrea U	Donna L
05/18/2023	3151	Andrea Ulbert	-87.40	Andrea U	Donna L
		Total Non-Specific General Checking	-\$3,040.74		

1. Committee Reports

- a. Finance
 - i. Stacy Kleyn migrated the QuickBooks desktop version to Quickbooks online. Online version is quite different and took more time to transfer than expected.
 - ii. Investing in Illinois Funds netted \$2,557.42 interest in just one month.
 - b. Planning and Zoning
 - i. None.
 - c. Roads/Highways/Bridges
 - i. Orth Road resurfacing project for 2023 went through bid-letting with the Boone County Highway dept. Rock Road successfully out bid others at \$185,000.00. Steve Rapp to verify if this included line striping and extra work. If not, he will request quotes.
 - ii. Steve Rapp will contact Midwest Dirt on the following concerns that were reported: potholes in Timberlane and Heatherfield subdivisions, Newbury has broken up asphalt, rocks on Squirrel Tree Lane that went into a farm field, Dawson Lake Rd damaged signs and tree debris.
 - iii. A ditch way on Squirrel Tree Lane appears plugged where water pools. Steve Rapp will notify the resident of Ordinance O08-325-01 Culvert Maintenance responsibilities.
 - d. Village Hall located at *2940 Charleston Ct, Immanuel Lutheran at Timberlane*
 - i. Steve Rapp had 3 sets of keys made for the front door and the office door. One set went to Andrea Ulbert and the clerk will hold the 2 sets of keys.
2. Old Business.
- a. Trustees reviewed quotes from Shawcraft Sign Company presented by Greg Hills. The intent was to capture the exact signage design and colors of the village road signs. Chosen colors are green and white for high density urethane single faced signs, routed and painted, and with posts installed. Four (4) potential sign locations will be:
 - i. Northwest corner of Orth Road and IL76
 - ii. Northeast corner of Orth Road and Caledonia Road
 - iii. Southwest corner of Dawson Lake Road and IL76
 - iv. Northeast corner of Newbury Place and Caledonia Road
 - b. Motion made by Jonathan Lipscomb, seconded by Donna Leone to approve Shawcraft Signs to produce four (4) road signs for \$3,280 each with total cost not to exceed \$14,000.00. Roll call vote: Ayes: Donna Leone, Greg Hills, Paul Loner, Jonathan Lipscomb. Nays: Andrea Ulbert, Absent: Darcy Hills.
 - c. The Comcast Cable Franchise Agreement is working through various engineer groups.
 - d. The Frontier Cable Franchise Agreement is working through various engineer groups.
 - e. Investment Policy was reviewed by the board of trustees. Changes will be made and formatted into a resolution for next month's review.
3. New Business
- a. None.

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
Revise Timberlane's 2012 Comprehensive Plan	Jan 2023	Full board

- i. Motion made by Donna Leone, seconded by Jonathan Lipscomb to adjourn at 8:42pm
Vote all ayes, 0 nays, and 1 absent.