



**Regular Meeting Minutes – Village of Timberlane – February 15<sup>th</sup>, 2024**

1. Call to order at 7:00pm by Trustee, Darcy Hills (President, Steve Rapp in absentia) at the Timberlane Village Hall at 2940 Charleston Ct., Caledonia, IL 61011.
2. Roll call: Present: Stacy Kleyn, Greg Hills, Donna Leone, Darcy Hills, Debbie Marner, Paul Loner and Jonathan Lipscomb. Absent: Steve Rapp, Andrea Ulbert.
3. There was 1 guest.
4. Motion made by Paul Loner seconded by Greg Hills, to approve the January 18<sup>th</sup>, 2024, regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
5. President’s Report: Steve Rapp’s comments are found within the meeting minutes.
6. Treasurer’s Report:
  - a. Motion made by Greg Hills, seconded by Jonathan Lipscomb to approve the January 2024 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
  - b. The following bills were submitted for February 2024 payment. Motion made by Paul Loner, seconded by Donna Leone to approve bills. Roll call vote: Ayes: Greg Hills, Paul Loner, Jonathan Lipscomb, Donna Leone. Nay: 0, Abstained: Darcy Hills, Absent: Andrea Ulbert.

<b>Date</b>	<b>Num</b>	<b>Payee</b>	<b>Payment</b>	<b>Motion Made:</b>	<b>Motion Seconded:</b>
02/06/2024		IL Department of Revenue	\$106.43	Paul L	Donna L
02/15/2024	3249	Darcy A. Hills	\$111.43	Paul L	Donna L
02/15/2024	3250	Gregory S. Hills	\$135.47	Paul L	Donna L
02/15/2024	3251	Stacy M Kleyn	\$552.28	Paul L	Donna L
02/15/2024	3252	Donna M. Leone	\$87.40	Paul L	Donna L
02/15/2024	3253	Jonathan M. Lipscomb	\$87.40	Paul L	Donna L
02/15/2024	3254	Paul D. Loner	\$87.40	Paul L	Donna L
02/15/2024	3255	Debra K. Marner	\$273.29	Paul L	Donna L
02/15/2024	3256	Stephen M. Rapp	\$799.00	Paul L	Donna L
02/15/2024	3257	B & F Construction Code Services, Inc.	\$2,035.00	Paul L	Donna L
02/15/2024	3258	Com Ed	\$42.99	Paul L	Donna L
2/15/2024	3259	Christina Jones	\$75.00	Paul L	Donna L
02/15/2024	1005	MWD Services, Inc.	\$5,752.40	Paul L	Donna L
		<b>Total Funds</b>	<b>\$10,145.49</b>		
		Total for General Checking	\$4,393.09		
		Total for MFT Checking	\$5,752.40		

7. Committee Reports
  - a. Finance
    - i. Stacy Kleyn contacted the commercial banking dept of US Bank regarding how to obtain online access to checking accounts for a future presentation to the board of trustees.
    - ii. Stacy Kleyn supported three audits this month 1) 2023 Financial audit with Lauterbach & Amen, LLC, 2) payroll audit, 3) IDOT Motor Fuel Tax audit.
    - iii. Resident reporting a damaged mailbox submitted form for review this month.
  - b. Planning and Zoning

- i. Guest Kevin Friend asked about updates concerning the recent home invasion on Wildflower Lane. Jonathon Lipscomb asked the Prairie Meadow HOA about utilizing Neighborhood Watch. Greg Hills asked that we reach out to the Boone County Police Dept for more patrols through village roads. Trustees discussed lighting, signs, knowing your neighbors, question vehicles, Facebook groups, etc. Possible police visit at a regular meeting or open to all.
- ii. Greg Hills volunteered to contact B&F Code Construction to request a quote on enforcing Timberlane’s zoning codes.
- c. Roads/Highways/Bridges
  - i. Two quotes from Midwest Dirt have not been received yet:
    - 1. Remove overhanging branches in Timberlane/Wooded Acres subdivisions that are interfering with school buses/large trucks.
    - 2. Replace the collapsed culverts at Silver Fox and Woodchuck roads.
  - ii. No updates on the village’s 2024 road re-surfacing requests to Justin Krohn for three (3) subdivisions: Heatherfield Estates, Wooded Acres, and Timberlane.
- d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran at Timberlane
  - i. None.

8. Old Business

- a. Tentative installation of Timberlane signage is April 2024 with Shawcraft Signs.
- b. Surf Internet’s pre-engineering discovery phase for fiber cable service is pending for March – April 2024.
- c. Mailing of the single garbage hauler survey postcards is planned for February.
- d. Final audit results due spring 2024 from the IDOT Motor Fuel Tax Audit of 2022.
- e. No update on notifying agencies of new Timberlane addresses.
- f. Comcast representative Joan Sage stated that the wire rolls left in the Timberlane subdivision will be removed as soon as possible.

9. New Business

- a. Motion made by Jonathan Lipscomb, seconded by Donna Leone to approve resolution R24-046-01 Weight Limits. Vote all ayes, 0 nays, and 1 absent.
- b. Motion made by Paul Loner, seconded by Darcy Hills to stand in as president for March 21<sup>st</sup> regular meeting in the case of Steve Rapp’s absence. Vote all ayes, 0 nays, and 1 absent.

<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
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 afford 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 Greg Hills to adjourn at 8:04pm  
Vote all ayes, 0 nays, and 1 absent.