



Regular Meeting Minutes – Village of Timberlane – June 20th, 2024

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: Donna Leone, Darcy Hills, Debbie Marner, Stacy Kleyn, Greg Hills Steve Rapp. Absent: Jonathan Lipscomb, Paul Loner (arrived 7:09pm). Vote all ayes, 0 nays, 2 absent.
3. There was one guest.
4. Motion made by Darcy Hills, seconded by Donna Leone to allow Steve Rapp to act on behalf of a trustee in order to form a quorum. Vote all ayes, 0 nays, 2 absent.
5. Motion made by Darcy Hills, seconded by Donna Leone to approve the May 16th, 2024, regular meeting minutes. Vote all ayes, 0 nays, 2 absent.
6. President’s Report: Steve Rapp is working toward the SAM GATA grant approval.
7. Treasurer’s Report:
 - a. Motion made by Greg Hills, seconded by Paul Loner to approve the May 2024 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. The following bills were submitted for June 2024 payment. Motion made by Donna Leone, seconded by Paul Loner to approve bills. Roll call vote: Ayes: Donna Leone, Darcy Hills, Greg Hills, Paul Loner Nay: 0 Absent: Jonathan Lipscomb

Date	Num	Payee	Payment	Motion Made:	Motion Seconded:
06/20/2024	3307	MWD Services, Inc.	\$13,610.00	Donna L.	Paul L.
06/10/2024		IL Department of Revenue	\$101.48	Donna L.	Paul L.
06/20/2024	3297	Darcy A. Hills	\$87.40	Donna L.	Paul L.
06/20/2024	3298	Ms Stacy M Kleyn	\$437.00	Donna L.	Paul L.
06/20/2024	3299	Donna M. Leone	\$87.40	Donna L.	Paul L.
06/20/2024	3300	Jonathan M. Lipscomb	\$87.40	Donna L.	Paul L.
06/20/2024	3301	Paul D. Loner	\$87.40	Donna L.	Paul L.
06/20/2024	3302	Debra K. Marner	\$218.50	Donna L.	Paul L.
06/20/2024	3303	Stephen M. Rapp	\$799.00	Donna L.	Paul L.
06/20/2024	3304	Stacy Kleyn	\$75.41	Donna L.	Paul L.
06/20/2024	3305	B & F Construction Code Services, Inc.	\$1,743.29	Donna L.	Paul L.
06/20/2024	3306	Com Ed	\$89.78	Donna L.	Paul L.
06/20/2024	3308	Rock Road	\$139,580.38	Donna L.	Paul L.
06/20/2024	3309	Green Acres Lawn Care & Landscaping	\$850.00	Donna L.	Paul L.
6/20/2024	1007	Rock Road	\$11,389.25	Donna L.	Paul L.
		Total Funds	\$169,243.69		
		Total for General Checking	\$157,854.44		
		Total for MFT Checking	\$11,389.25		

8. Committee Reports
 - a. Finance
 - i. Stacy Kleyn reviewed the RMA annual survey providing necessary payroll information and delivered it to the village president for his review.
 - ii. Stacy Kleyn contacted Comcast about setting up direct deposit for franchise fees.

- iii. Paul Loner received the village bank statements from Stacy Kleyn for auditing purposes.
 - b. Planning and Zoning
 - i. Steve Rapp is considering having Civil Engineering Services (CES) perform a review of Timberlane's Zoning Ordinances - adopted August 2005 with no revisions since. Also, consider reviewing the Subdivision Codes – adopted 9/20/2001, revised 2012. Trustees agreed on the need to keep zoning ordinances and subdivision codes current. Steve Rapp will contact Kevin Bunge from CES to speak with the board of trustees and request a new quote.
 - c. Roads/Highways/Bridges
 - i. Justin Krohn responded to Steve Rapp concerning center line marking on Dawson Lake Road. Justin can provide the spray paint and measuring tool for Timberlane to mark out just the center line. The cost estimate of \$1200.00 for Boone County to stripe Dawson Lake Rd remains the same. Greg Hills offered to contact Justin concerning the center line.
 - ii. Steve Rapp provided a 2024 Street Evaluation showing roads completed.
 - iii. Comments from residents on recent road resurfacing were mostly positive except for chunks of asphalt left behind on Squirrel Tree Lane. A resident collected these chunks onto a tarp that needs to be removed.
 - iv. New asphalt roads have edge drop offs that require dirt, grass seed or gravel fill. This affects Timberlane, Wooded Acres and Heatherfield subdivisions. Steve Rapp received 2 quotes: Black Willow Landscaping and Tree Service, Cary, IL for \$7,500.00 and Midwest Dirt, Inc. for \$15,300.00. The board of Trustees discussed the 2 quote differences, quality of dirt, weeds, blanketed grass seed, etc. Motion made by Darcy Hills, seconded by Paul Loner to approve Midwest Dirt's quote not to exceed \$15,300 subject to using straw and grass seed and require a time frame for completion. Roll call vote: Ayes: Donna Leone, Darcy Hills, Greg Hills, Paul Loner Nay: 0 Absent: Jonathan Lipscomb
 - v. Guest resident Karen Bos commented on problems from the road re-surfacing. Issues concerning the lack of re-landscaping, the removal of longstanding arborvitae that happened during the 2024 new culvert work and from culvert work completed 3 years ago. Karen Bos submitted a quote asking that Timberlane restore her landscaping for \$1,698.88 from Green Acres Lawn Care and Landscaping. Motion made by Darcy Hills, seconded by Greg Hills to approve this quote for \$1,698.88 and to release a 50% down payment check of \$800.00. Roll call vote: Ayes: Donna Leone, Darcy Hills, Greg Hills, Paul Loner Nay: 0 Absent: Jonathan Lipscomb
 - d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran at Timberlane
 - i. None.
- 9. Old Business
 - a. Darcy Hills commented that the village signage stakes are being removed for various reasons. She and Greg Hills are re-staking them. Shawcraft Signs can proceed with JULIE for installation.

- b. Steve Rapp offered to ask Trent Ferguson, village attorney, to begin the legal process single garbage hauler such as writing the bidding offer, etc.
- c. Crime in the area appears to involve random perpetrators. Darcy Hills stated that Prairie Meadows may install ‘no soliciting’ signs. Question arose about donating cannabis tax income to Boone County Sheriff’s dept for extra police patrols.

10. 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 sign 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 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 8:38pm Vote all ayes, 0 nays, and 1 absent.