



**Regular Meeting Minutes – Village of Timberlane – October 17<sup>th</sup>, 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: Darcy Hills, Debbie Marnar, Jonathan Lipscomb, Greg Hills, Donna Leone, Steve Rapp. Absent: Paul Loner and Stacy Kleyn (non-voting).
3. There were no guests.
4. Motion made by Greg Hills, seconded by Donna Leone to approve the September 19<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 Jonathan Lipscomb, seconded by Donna Leone to approve the September 2024 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
  - b. The following bills were submitted for **October** 2024 payment. Motion made by Greg Hills, seconded by Jonathan Lipscomb to approve bills. Roll call vote: Ayes: Darcy Hills, Donna Leone, Greg Hills, Jonathan Lipscomb Nay: 0 Absent: Paul Loner

<b>Date</b>	<b>Num</b>	<b>Payee</b>	<b>Payment</b>	<b>Motion Made:</b>	<b>Motion Seconded:</b>
10/01/2024	MyTaxIL	IL Department of Revenue	\$ 111.38	Greg H	Jonathan L
10/17/2024	3341	Darcy A. Hills	\$ 87.40	Greg H	Jonathan L
10/17/2024	3342	Gregory S. Hills	\$ 87.40	Greg H	Jonathan L
10/17/2024	3343	Stacy M Kleyn	\$ 437.00	Greg H	Jonathan L
10/17/2024	3344	Donna M. Leone	\$ 87.40	Greg H	Jonathan L
10/17/2024	3345	Jonathan M. Lipscomb	\$ 87.40	Greg H	Jonathan L
10/17/2024	3346	Paul D. Loner	\$ 87.40	Greg H	Jonathan L
10/17/2024	3347	Debra K. Marnar	\$ 218.50	Greg H	Jonathan L
10/17/2024	3348	Stephen M. Rapp	\$ 799.00	Greg H	Jonathan L
10/17/2024	3349	IRS	\$ 1,211.86	Greg H	Jonathan L
10/17/2024	3350	B & F Construction Code Services, Inc.	\$ 1,060.00	Greg H	Jonathan L
10/17/2024	3352	IML Risk Management Association	\$ 150.00	Greg H	Jonathan L
10/17/2024	3353	Com Ed	\$ 85.64	Greg H	Jonathan L
10/17/2024	3351	MWD Services, Inc.	\$15,300.00	Greg H	Jonathan L
10/17/2024	3352	IML Risk Management Association	\$ 6,209.28	Greg H	Jonathan L
10/17/2024	1008	Hampton, Lenzini, and Renwick, Inc	\$6,863.00	Greg H	Jonathan L
		<b>Total General Funds</b>	<b>\$32,882.66</b>		

7. Committee Reports
  - a. Finance
    - i. Stacy Kleyn provided the 2025 proposed tax levy and the 2025 proposed budget for trustee’s review. No changes were made.
  - b. Planning and Zoning
    - i. Greg Hills provided an update for review of Timberlane’s Zoning Ordinance Chapter 22: Fire Prevention and Protection. Trustees made changes and

discussed Boone County enforcement and burning bans. Greg offered to email draft changes to Trent Ferguson, village lawyer for comment.

c. Roads/Highways/Bridges

- i. Steve Rapp met with Justin Krohn from Boone County Highway Dept concerning snow and ice bid letting if only Midwest Dirt applied. Steve will also meet with the townships for help in snow and ice control. Trustees discussed options of buying a truck and tree service contractors.
- ii. Motion made by Darcy Hills, seconded by Jonathan Lipscomb to approve the snow and ice bid letting from Midwest Dirt for 2024-2025 season contingent upon receiving their certificate of liability insurance, and proof of proposed equipment, resources and fund availability. Vote all ayes, 0 nays, and 1 absent.
- iii. Midwest Dirt added dirt, grass seed and gravel mix at newly paved roads in Wooded Acres and Heatherfield subdivisions where needed. Donna Leone asks that a cul-de-sac on Silver Fox Road be cleaned up. She stated that no culvert work was completed.
- iv. Quotes for landscaping around four (4) new village sign areas will hold off until spring 2025.

d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran at Timberlane

- i. Immanuel Lutheran Church asked for a Certificate of Insurance Liability for Timberlane to use the building. RMA will issue this certificate to us.

8. Old Business

- a. No updates from Trent Ferguson, village attorney, on writing the bid packet for a single garbage hauler. Trent asked for samples from other municipalities.
- b. Darcy Hills offered ways to advertise to fill openings on the village board such as: postcards, website, HOA's, host an open house possibly for early 2025.
- c. The Board of Trustees reviewed the final bridge inspection reports from Hampton, Lenzini and Renwick, Inc. Typically bridge repair costs are shared with the government and the village is responsible for 10% plus engineering costs. Steve Rapp will work with Justin Krohn. The recommendations on the final inspection reports on three (3) bridges are as follows:

- i. Bridge 004-3036 (Dawson Lake Road over Branch of Beaver Creek) built in 1958. Structure replacement funding should be sought. The structure is nearing the end of its expected design life and has horizontal flexural cracks in the exterior walls which cannot be economically repaired. The crossing is also very narrow. The lane and shoulder widths are inadequate by modern design standards for the current traffic volume. A reconstructed widened structure is recommended to provide a structurally stable, policy adequate crossing.
- ii. Bridge 004-5013 (Orth Road over Branch of Beaver Creek) built in 2009. There is minor impact damage and overgrown vegetation along the north guardrail east of the culvert.
- iii. Bridge 004-6000 (Orth Road over Beaver Creek) built in 2014. The vegetation should be trimmed along the north guardrail. The gaps between the bridge deck ends and HMA approach roadways should be sealed with a bituminous

joint sealant. The concrete bridge deck should be sealed with Bridge Deck Concrete Sealer. The fallen tree should be removed. Steve Rapp notified Oscar Mike's to remove the fallen tree completely.

- 9. New Business
  - a. None.

<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 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 Darcy Hills by Donna Leone to adjourn at 8:29pm Vote all ayes, 0 nays, and 1 absent.