



**Regular Meeting Minutes – Village of Timberlane – November 21<sup>st</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, Stacy Kleyn, Debbie Marner, Jonathan Lipscomb, Greg Hills, Donna Leone, Steve Rapp. Absent: Paul Loner.
3. There was one guest.
4. Motion made by Darcy Hills, seconded by Donna Leone to approve the October 17<sup>th</sup>, 2024, regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
5. President’s Report: Steve Rapp attended a township meeting that included IDOT, state and county police, that Justin Krohn facilitated. Topics included were road weight limits and 2025 planning. Steve asked the Boone C Sheriff to also attend a Timberlane meeting.
6. Treasurer’s Report:
  - a. Motion made by Donna Leone, seconded by Jonathan Lipscomb to approve the October 2024 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
  - b. The following bills were submitted for November 2024 payment. Motion made by Greg Hills, seconded by Darcy Hills 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>
11/02/2024	3354	Midland States Bank	\$ 35.00	Greg H.	Darcy H.
11/04/2024	MyTaxIL	IL Department of Revenue	\$ 111.38	Greg H.	Darcy H.
11/21/2024	3355	Stephen M. Rapp	\$ 799.00	Greg H.	Darcy H.
11/21/2024	3356	Jonathan M. Lipscomb	\$ 87.40	Greg H.	Darcy H.
11/21/2024	3357	Donna M. Leone	\$ 87.40	Greg H.	Darcy H.
11/21/2024	3358	Stacy M Kleyn	\$ 437.00	Greg H.	Darcy H.
11/21/2024	3359	Gregory S. Hills	\$ 147.48	Greg H.	Darcy H.
11/21/2024	3360	Debra K. Marner	\$ 218.49	Greg H.	Darcy H.
11/21/2024	3361	Darcy A. Hills	\$ 87.40	Greg H.	Darcy H.
11/21/2024	3362	B & F Construction Code Services, Inc.	\$ 225.00	Greg H.	Darcy H.
11/21/2024	3363	Debra K. Marner	\$ 72.49	Greg H.	Darcy H.
11/21/2024	3364	Com Ed	\$ 42.02	Greg H.	Darcy H.
		<b>Total for General Checking</b>	<b>\$2,350.06</b>	Greg H.	Darcy H.
11/21/2024	1009	Boone County Highway Fund	\$2,197.50	Greg H.	Darcy H.
		<b>Total for MFT Checking</b>	<b>\$2,197.50</b>	Greg H.	Darcy H.
		<b>Total Funds</b>	<b>\$4,547.56</b>	Greg H.	Darcy H.

7. Committee Reports
  - a. Finance
    - i. None.
  - b. Planning and Zoning
    - i. Greg Hills continues reviewing Zoning ordinances, subdivision codes, 3 draft ordinances (burning, noise, street parking). The trustees requested a burning

ordinance after reviewing Timberlane’s Zoning Ordinance Chapter 22: Fire Prevention and Protection.

- ii. Steve Rapp received a concept plan from Brian Hoemke, a potential buyer, for the development of a secure self-storage facility on pre-annexed Schumacher property located at IL 76 and Caledonia Road. Up to 158 units, plus outdoor parking storage, etc. Steve advised Brian that all costs incurred for the village are to be paid by the developer including legal and engineering costs since there is no financial benefit to Timberlane. Steve forwarded the information to Trent Ferguson, village lawyer and Kevin Bunge, CES engineer for comment.
- c. Roads/Highways/Bridges
- i. Trustees asked about adding a 45 MPH speed limit sign on Dawson Lake east of Beloit Road. Darcy Hills said Prairie Meadows will be purchasing new street signs.
  - ii. The trustees reviewed roads in Newbury Place and recommend blacktop patching at entrances as needed but the roads show acceptable wear.
  - iii. Donna Leone asked about a tree in the easement on 3925 Silver Fox Rd. Steve Rapp said the property owner is responsible if a tree falls and that easements are a right of way given to support utility companies.
  - iv. Steve Rapp spoke with Justin Krohn, Boone County Highway engineer, concerning the Bridge 004-6000 (Orth Road over Beaver Creek) about applying a bituminous joint sealant to the gaps between the bridge deck ends. The concrete bridge deck should be sealed with Bridge Deck Concrete Sealer. Oscar Mike is cutting and removing the fallen tree.
  - v. Justin Krohn stated that federal and state funds equal 80% to the county for bridge work so Timberlane may incur 20% of all bridge repair costs.
  - vi. Bridge 004-3036 (Dawson Lake Road over Branch of Beaver Creek) built in 1958. The inspection report stated that bridge 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.

Ian P. Nilausen, PE, SE Project Engineer from Hampton, Lenzini and Renwick Inc while collaborating with Justin Krohn, sent an email updating Steve Rapp on 11/1/24:

*“The Sufficiency Rating reflecting the most recent inspection information is 80.7, down from 91.8 due to the lowering of the Culvert Condition rating from a 6 (satisfactory) to a 5 (fair). The Sufficiency Rating must be below 80 to be eligible for federal funding. The next inspection, due in 2026, will reevaluate the horizontal cracking in the exterior walls. This revaluation may lower the Culvert Condition rating from a 5 to a 4 (poor) depending on the width of the cracks. Lowering*

*the Culvert Condition rating to a 4 would drop the Sufficiency Rating below the 80 threshold for federal eligibility.*

*The engineers are leaning on a technical evaluation of the structure condition to justify recommending replacing its narrow crossing. If the approaching roadway and roadway over the culvert were wider, I would be much more comfortable allowing the structure to remain until more substantial deterioration has occurred. However, the prior collapse of one of the wingwalls does support the conclusion that the structure is nearing the end of its life.*

*Justin Krohn mentioned guardrail as an alternative to improving the safety of the crossing. This would need to be evaluated more thoroughly, but in my opinion, the slopes off the roadway embankment looked very steep and I don't know if guardrail would be stable here.*

*The structure and safety concerns should be coordinated with Justin. The County is responsible for allocating federal funding it receives.”*

- vii. Also, Steve Rapp offered to send bridge inspection reports to Scandrol Construction for review.
  - d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran at Timberlane
    - i. Steve Rapp provided a recommendation letter in support of the church's Belvidere campus looking at funding to add solar panels under the IL Solar for All program.
8. Old Business
- a. Steve Rapp asked Trent Ferguson, village attorney, on writing the bid packet for a single garbage hauler to model after Poplar Grove's recent garbage hauler project.
  - b. Darcy Hills is reviewing information to prepare a draft trustee job description.
  - c. Clerk Debra Marner received four (4) April 2025 election petitions from Steve Rapp for president, Debra Marner for clerk, and Paul Loner and Darcy Hills for trustees.
9. New Business
- a. Motion made by Donna Leone, seconded by Darcy Hills to approve ordinance O24-326-01 Tax Levy for 2025. Vote all ayes, 0 nays, 1 absent.
  - b. Motion made by Darcy Hills, seconded by Jonathan Lipscomb to approve ordinance O24-326-02 Budget for 2025. Vote all ayes, 0 nays, 1 absent.
  - c. Motion made by Greg Hills, seconded by Jonathan Lipscomb to approve the Truth in Taxation. Vote all ayes, 0 nays, 1 absent.
  - d. The 2025 Meeting Schedule resolution was not available for this meeting.
  - e. Motion made by Greg Hills, seconded by Donna Leone to increase the treasurer's salary by 10% effective January 1<sup>st</sup>, 2025. Roll call vote: Ayes: Darcy Hills, Donna Leone, Greg Hills, Jonathan Lipscomb Nay: 0 Absent: Paul Loner
  - f. The full board decided that the holiday pizza party would start at 6:30pm prior to the regular meeting at 7:00pm on December 19<sup>th</sup>.

<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 Jonathan Lipscomb by Darcy Hills to adjourn at 8:32pm Vote all ayes, 0 nays, and 1 absent.