



**Regular Meeting Minutes – Village of Timberlane – September 18<sup>th</sup>, 2025**

1. Call to order at 7:03pm by Steve Rapp, President at Timberlane Village Hall at 2940 Charleston Ct., Caledonia, IL 61011.
2. Roll call: Present: Steve Rapp, Stacy Kleyn, Debbie Marner, Greg Hills, Donna Leone, Paul Loner. Absent: Darcy Hills, Rick DeSimone.
3. There were no guests.
4. Motion made by Greg Hills, seconded by Donna Leone to appoint Steve Rapp to act as a trustee in order to form a quorum. Vote all ayes, 0 nays, 2 absent.
5. Motion made by Donna Leone, seconded by Paul Loner to approve August 21<sup>st</sup>, 2025, regular meeting minutes. Vote all ayes, 0 nays, 2 absent.
6. President’s Report: Steve Rapp’s comments are within the meeting minutes.
7. Treasurer’s Report:
  - a. Motion made by Paul Loner, seconded by Donna Leone to approve the August 2025 Treasurer's Report. Vote all ayes, 0 nays, and 2 absent.
  - b. The following bills were submitted for September 2025 payment. Motion made by Greg Hills seconded by Steve Rapp to approve bills. Roll call vote: Ayes: Donna Leone Greg Hills, Paul Loner, Steve Rapp, Nay: 0 Absent: Darcy Hills, Rick DeSimone.

<b>Date</b>	<b>Num</b>	<b>Payee</b>	<b>Payment</b>	<b>Motion Made:</b>	<b>Motion Seconded:</b>
09/05/2025		IL Department of Revenue	\$ 117.94	Greg H	Steve R
09/18/2025	3477	Richard Desimone	\$ 87.40	Greg H	Steve R
09/18/2025	3478	Darcy A. Hills	\$ 87.40	Greg H	Steve R
09/18/2025	3479	Gregory S. Hills	\$ 87.40	Greg H	Steve R
09/18/2025	3480	Stacy M Kleyn	\$ 479.02	Greg H	Steve R
09/18/2025	3481	Donna M. Leone	\$ 87.40	Greg H	Steve R
09/18/2025	3482	Paul D. Loner	\$ 111.43	Greg H	Steve R
09/18/2025	3483	Debra K. Marner	\$ 218.50	Greg H	Steve R
09/18/2025	3484	Stephen M. Rapp	\$ 799.00	Greg H	Steve R
09/18/2025	3486	B & F Construction Code Services, Inc.	\$ 450.00	Greg H	Steve R
09/18/2025	3487	CES Inc.	\$ 1,305.58	Greg H	Steve R
09/18/2025	3489	Stephen M. Rapp	\$ 120.13	Greg H	Steve R
09/18/2025	3490	Com Ed	\$ 101.14	Greg H	Steve R
09/18/2025	3491	United States Treasury	\$ 9.91	Greg H	Steve R
09/18/2025	3488	Nico's Landscaping	\$13,590.00	Greg H	Steve R
9/18/2025	1090	MWD Services, Inc.	\$ 1,200.00	Greg H	Steve R
		<b>Total Funds</b>	<b>\$18,852.25</b>		

8. Committee Reports
  - a. Finance
    - i. Stacy Kleyn contacted the Lauterbach & Amen, LLP auditor regarding email from the Illinois State Comptroller stating that we were noncompliance for not filing the 2024 annual report. The auditor had filed the AFR submission but not the annual report. They rectified the situation, no fines or fees involved.

- ii. Stacy also contacted the IRS regarding a notice that the payment was not received for the 2<sup>nd</sup> quarter payroll taxes. The check had cleared our bank and was submitted with the quarterly form. No fines or fees involved.
    - iii. Motion made by Paul Loner, seconded by Steve Rapp to allow Stacy Kleyn to make the bank transfer of \$100,000.00 from acct 115 Non-Specific General Checking to acct 111 Illinois Prime Funds to earn more interest. Vote all ayes, 0 nays, and 2 absent.
  - b. Planning and Zoning
    - i. No update from B & F Code Construction concerning the update of village building codes.
    - ii. No update concerning the self-storage facility plans submitted by Melbri Hope Ventures, LLC to B & F Code Construction This applies to the Schumacher property at IL 76 and Caledonia roads.
    - iii. No update concerning the legal counsel's review to ensure Timberlane meets the minimum requirements of IHDA's Fair Housing Policy Section 25 of AHPAA.
  - c. Roads/Highways/Bridges
    - i. Resident complaint received from 3778 Orth Rd concerning their drive way apron being much lower than Orth Rd. Greg Hills reviewed the situation and reported that their gravel driveway has compacted and is not level with Orth Rd. Orth Rd was resurfaced in June/July of 2023. The trustees declined to make improvements to the residents driveway apron. Steve Rapp will notify the resident.
    - ii. Greg Hills received quotes from Nico's Landscaping and Dany's Tree Service to remove vegetation along three (3) bridges on Orth Rd and Dawson Lake Rd. Trustee's pre-approved up to \$5,000.00 last month. Motion was made by Greg Hills, seconded by Paul Loner to approve Nico's Landscaping quote of \$4,500.00. Vote all ayes, 0 nays, and 2 absent.
    - iii. No update on the repairs for bridge # 004-6000 on Orth Road over Beaver Creek. Steve Rapp requested a quote from Grant Sjostrom to provide quotes for structural concrete repair/maintenance on a time/material basis.
    - iv. Heatherfield Estates road edge grass re-seeding by Nico's Landscaping should be completed by the end of September. Watering new grass was not included.
    - v. Timberlane subdivision and Wood Acres roadside edges grass re-seed has been completed. Watering new grass was not included.
  - d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran in Timberlane
    - i. None.
- 9. Old Business
  - a. Attracting local candidates for open positions may be combined with a new village website, Timberlane's 30<sup>th</sup> year anniversary (Nov 2025) and a postcard mailing.
  - b. Diane's Website Design stated that creating a new Timberlane website is moving right along. Asks to visit the board at the October regular meeting.

- c. The RF Proposal for a single garbage hauler remains with Trent Ferguson, village attorney for legal review.

10. New Business

- a. Surf Broadband request to visit has moved to November agenda. Civil Engineering Services (CES) has received the pre-engineering request dated March 2024.
- b. Land development interest by Cenergy (Solar) Power visit has moved to November agenda. Steve Rapp will send the Cenergy documents to board of trustees for review.
- c. Frontier’s fiber optic request for right of way (ROW) permit was received. Civil Engineering Services (CES) is working on this.

<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 two draft ordinances and provide guidance to the board: 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
Revise Timberlane’s 2012 Comprehensive Plan	Jan 2023	Full board
Determine the legal use of the cannabis tax income	Jan 2024	Steve Rapp
Repairs for bridge # 004-6000 on Orth Road over Beaver Creek: request the scope of work, request bridge contractor quotes for structural concrete repair/maintenance on a time/material basis.	2024	Steve Rapp Justin Krohn

- i. Motion made by Paul Loner, seconded by Donna Leone to adjourn at 7:56pm Vote all ayes, 0 nays, and 2 absent.