



## **Regular Meeting Minutes – Village of Timberlane – April 21st, 2005**

1. Call to Order at 7:03pm at Boone Lake Clubhouse by President Steve Rapp.
2. Roll Call: Steve Rapp, Sylvia Gorman, Bob Marner, Debbie Marner, Ron Stelling, Ron Lewandowski and Donna Leone. Absent Bob Blood and Dixie Timmerman. There were nine guests.
3. Motion was made by Ron S. and seconded by Donna to approve 3/17/05 regular meeting minutes. Vote all ayes, nays - 0, absent - 2.
4. President's Report:
  - a. Two culvert permits were issued for the month.
  - b. Road sign weight restrictions were removed.
  - c. Steve received a letter from the Environmental Protection Agency concerning its storm water program (retention, drainage, etc.). The Village has less than 1000 people so this program won't apply to us. He will ask Pat Stewart to draft a letter for him to sign and submit to the EPA.
  - d. Steve talked to Norm Pierce about the Boone Lake fish kill last fall. Norm said he didn't spray in that area and will not support any payment.
  - e. Caledonia Township sent a letter withdrawing from future snow plowing stating it is not economically feasible for them anymore. Norm Pierce will continue to mow and provide other road and ditch maintenance work. Steve will have Don Larson prepare a new bidding document for the Village's review.
  - f. We received the Boone County Special Census statistical breakdown this month. It shows that this activity was well worth the original cost of \$44,000. We may receive \$11,000 back that wasn't spent on this census.
  - g. The Village must certify the final results from our district from the consolidated election on April 5th, 2005. We reviewed the statement of votes cast for each nominated candidate. The present board members signed the "abstract of votes cast at the 2005 consolidated election". Debbie will mail them to County Clerk.
  - h. The new board members will be sworn in under oath at the May board meeting.
  - i. Steve will ask Barb Viola from Insight to come to a board meeting and speak to us on how Insight provides new services to the local area.
5. Treasurer's Report:
  - a. Sylvia presented March Treasurer's report. Motion by Ron S. seconded by Donna to approve the report. Vote all ayes, nays - 0, absent - 2.
  - b. Bob M. made the motion to approve Sylvia's attendance to the Public Investor's financial symposium in Springfield, IL
  - c. Donna made the motion and Ron S seconded it, for Sylvia to join the IL Municipal Treasurers Association for \$40.00. Vote all ayes.
  - d. Debbie took the action to contact the IL State's attorney's office to understand the risks of keeping Village records at a board members home. Individual homeowners insurance may not cover these records.
  - e. A new account was created called Animal Control and she moved \$500 from the Contingency Account to Animal Control. \$500 is left in Contingency.

- f. February's YTD and Remainder figures were incorrect. They were not updated from January. The up-to-date figures are on the web.
- g. When we opened the CDs with Archer Bank, we had over \$100K in the accounts. FDIC only covered the first \$100K, so we required additional security. Archer Bank supplied this through Harris Bank. Our CD balance is now \$8K, well within FDIC limits, so Sylvia released the additional security that Harris Bank was holding.
- h. A \$39.77 refund was received for 2002 FUTA (Federal Unemployment Tax). The refund included interest of \$3.77.
- i. Sylvia received a notice that our 2003 FUTA refund request was processed and we'll be getting back \$39.31. The refund includes \$2.11 in interest.
- j. No word yet on our 2004 FUTA refund.
- k. Sylvia made a hotel reservation for a one-night stay in Springfield for the Public Investors Financial Symposium, sponsored by the Illinois Treasurer's Office, subject to the Board's approval. The hotel is \$69 + taxes. The conference is free and there will be an approximate cost of \$160 (420 miles \* .375/mile) for mileage.
- l. Sylvia verified that the tax levy figures Sylvia Schroeder has are correct. The final levy will be determined when the EAV (equalized assessed valuation) for 2004 is finalized.
- m. IDES (Illinois Department of Employment Security) sent a letter saying that we were required to file quarterly contributions, after agreeing that our account should be terminated. When Sylvia called back, they said it was an error and they would terminate our account again. After that, she did receive a notice saying our account was terminated.
- n. Sylvia would like to recommend that we join the Illinois Municipal Treasurers Association. Dues are \$40/year and the year runs from 5/1-4/31. This would be another way to keep her informed about requirements and legislation that might impact the Village.
- o. New salaries will go into effect at our May meeting when the new terms start.
- p. W-4s are required for new employees. Sylvia will email them to everyone. They can be filled out electronically. Please return them to her at least a week before the May meeting, so she can calculate everyone's pay.
- q. There is a requirement that Sylvia reports all new employees to the state's New Hire program. Since the new terms start with the May meeting, she'll file the report after that.
- r. Bills: The following bills were submitted for payment:

Payee	Purpose	Amount	Check #	Date	Motion Made	Seconded by
ComEd	Street light - 3/4/05-4/4/05	\$20.55	1368	4/8/2005	Donna	Ron L
Independent Inspections	March 2005 permits	\$1,272.36	1369	4/21/2005	Donna	Ron L
Donald Larson	Legal - 3/28/05-4/4/05 Annexation work	\$337.50	1370	4/21/2005	Donna	Ron L
Illinois Department of Revenue	1st Q05 payroll taxes - IL w/holding	\$46.50	1371	4/21/2005	Donna	Ron L
IRS	1st Q05 payroll taxes - FICA and Medicare - Employee Contribution	\$118.61	1372	4/21/2005	Donna	Ron L
	1st Q05 payroll taxes - FICA and Medicare - Employer Contribution	\$118.61			Donna	Ron L
Robert Marner	Asphalt Patch	\$41.93	1373	4/21/2005	Donna	Ron L
	Labor for trash hauling (.5 hr) and asphalt patch (2.5 hr) @ 20/hr = \$60.00 gross	\$53.61			Donna	Ron L
Sylvia Gorman	April net pay	\$201.04	1374	4/21/2005	Donna	Ron L
Debra Marner	April net pay	\$156.36	1375	4/21/2005	Donna	Ron L
Donna Leone	April net pay	\$44.67	1376	4/21/2005	Donna	Ron L
Clarke Mosquito Control	1/2 of 2005 mosquito control	\$4,310.00	1377	4/21/2005	Donna	Ron L
Eastern Illinois University	Illinois Municipal Treasurer's Association Dues - 5/1/05-4/31/06	\$40.00	1378	4/21/2005	Donna	Ron L

Roll Call to pay bills: Ayes – Bob M., Ron L., Donna, Ron S., Nays – 0. Absent 2 Bob B., Dixie

## 6. Committee Reports

### a. Roads/Highways

- i. Bob M and Donna received thanks for working on the roads and for ordering new signs.
- ii. Ron S will have bidding companies come out to check on filling cracks and blacktop sealing on Reginald Dr.
- iii. Ron L presented information from a resident on 12530 Arrowwood concerning a major drop off of dirt between the ditch line and the road. Ron L will contact Craig Hall to resolve this issue.
- iv. Ron L also said a neighbor was circulating a flyer about high speed driving through the subdivision. In addition, fast drivers speed through the top of Wildflower and Arrowwood.
- v. Bob M will bring information on paint line striping equipment costs for the board to review.
- vi. Bob M presented a Clarke Mosquito Management Inc. quote for 2005 to the board. The quote was for \$8,620 for once a week spraying for 12 weeks for all subdivisions of Timberlane Village. Motion made by Ron L and seconded by Donna to contract with Clarke for \$8620.00 for 12 applications and must start on or about May 20th for the first application prior to Memorial Day holiday. Ron L and Bob B agreed to communicate to the village residents each week.
- vii. Motion made by Donna and seconded by Ron L to pay \$4310.00 tonight for half the invoice by the May 1st deadline. Roll call vote: Ayes – Bob M., Ron L., Donna, Ron S., Nays – 0. Absent 2 Bob B., Dixie
- viii.

## 7. New Business:

- a. Wes and Eric Lindberg were here to present the latest concept map for his land usage for the board to review. It is a five-year, five phase plan to develop 221 acres of land at the Dawson Lake and Caledonia Rd area. They estimate 163 residential lots and 6 commercial lots. Village attorney, Don Larson discussed a

two step process: rezoning the land with Boone County, and the annexation of the Lindberg property to Timberlane Village. Annexation is subject to Boone County's rezoning approval of the concept plan for commercial and residential mix. Don suggested we could approve annexation but delay the filing with the County Clerk's office. Out lots would fall under B1 for local business or B2 for general business, with the exception that Mr. Lindberg prefers to add covenants that restrict the type of businesses to financial, restaurant, medical (no fast-food or gas stations allowed). A possible 53,000 ft lot would be deeded over to the village for a village hall, a park across the street from this particular lot would not be deeded to the village. Motion was made by Ron S and seconded by Bob M to authorize the Village President to execute the Annexation Agreement subject to the revisions discussed by the Village board, Village attorney and Wes Lindberg.

8. Old Business:
  - a. Resolution R05-111-01 requesting annual audits be preformed. Motion made by Donna and seconded by Ron S to approve. A copy will be sent to Pat Fowler.
  - b. Debbie will ask Boone Lake for approval to dump brush on the Village Cleanup day May 14th if needed.
9. Motion by Ron L, seconded by Donna to adjourn at 10:00 pm. Vote all ayes.