



Regular Meeting Minutes – Village of Timberlane – January 16th, 2014

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: Steve Rapp, Stacy Kleyn, Debbie Marner, Laura Herter, Tom Michel and Dixie Timmerman. Absent: Ron Stelling and Donna Leone.
3. There was one guest.
4. Motion made by Laura Herter, seconded by Tom Michel to approve Steve Rapp as an acting trustee in order to form a quorum tonight. Vote all ayes, 0 nays, and 2 absent.
5. Motion made by Laura Herter, seconded by Dixie Timmerman to approve December 19th, 2013 regular meeting minutes. Vote all ayes, 0 nays, and 2 absent.
6. President’s Report:
 - a. Steve will check into requesting snow fences for open areas in Newbury Place.
7. Treasurer’s Report:
 - a. Motion made by Dixie Timmerman, seconded by Laura Herter to approve December 2013 Treasurer's report. Vote all ayes, 0 nays and 2 absent.

Date	Number	Payee	Payment	Motion made:	Motion Seconded:
1/6/2014	MyTaxIL	Illinois Department of Revenue	\$ 110.94	Dixie T	Laura H
1/13/2014	3613	Com Ed	\$ 119.59	Dixie T	Laura H
1/13/2014	3614	Frontier	\$ 84.71	Dixie T	Laura H
1/16/2014	3615	Postmaster	\$ 46.00	Dixie T	Laura H
1/16/2014	3616	Alpine Bank	\$ 1,996.08	Dixie T	Laura H
1/16/2014	3616	Alpine Bank	\$ 747.92	Dixie T	Laura H
1/16/2014	3617	Nicor Gas	\$ 261.08	Dixie T	Laura H
1/16/2014	3618	United States Treasury	\$ 1,198.68	Dixie T	Laura H
1/16/2014	3619	Independent Inspections, Ltd.	\$ 125.00	Dixie T	Laura H
1/16/2014	3620	Hanson Professional Services Inc.	\$ 267.62	Dixie T	Laura H
1/16/2014	3621	Chad's Excavating & Landscaping	\$14,902.50	Dixie T	Laura H
1/16/2014	3622	Debra K Marner	\$ 218.37	Dixie T	Laura H
1/16/2014	3623	Donna M Leone	\$ 87.35	Dixie T	Laura H
1/16/2014	3624	Laura M Herter	\$ 117.74	Dixie T	Laura H
1/16/2014	3625	Ronald D Stelling	\$ 87.35	Dixie T	Laura H
1/16/2014	3626	Stacy M Kleyn	\$ 405.75	Dixie T	Laura H
1/16/2014	3627	Stephen M Rapp	\$ 991.98	Dixie T	Laura H
1/16/2014	3628	Dixie L Timmerman	\$ 147.40	Dixie T	Laura H
1/16/2014	3629	Com Ed	\$ 38.63	Dixie T	Laura H
1/16/2014	MFT 1078	County Motor Fuel Tax Fund	\$ 4,101.86	Dixie T	Laura H
			\$26,056.55		

- a. The bills (above) were submitted for payment. Motion made by Dixie Timmerman, seconded by Laura Herter to approve bills. Roll call vote: Ayes: Dixie Timmerman, Tom Michel, Steve Rapp and Laura Herter. Nays: 0 Absent: Ron Stelling and Donna Leone.
- b. Motion made by Laura Herter and seconded by Tom Michel to approve changes to October 2013 and November 2013 Treasurers reports to add the missing class and

Motor Fuel Fund columns. Final numbers were not affected on the Balance Sheet or 2013 Budget. These columns are “class” columns setup for reporting purposes only. The dollar amount for motor fuel fund column was entered under the Streets & Bridges column instead. Vote all ayes, 0 nays and absent 2.

- c. Stacy Kleyn distributed W2 forms. And documents are being gathered for the 2103 financial audit.
- 8. Committee Reports
 - a. Finance
 - i. Steve Rapp received an audit agreement quote from Beggin, Tipp and Lamm for the 2013 financial audit, budget and management letter totaling \$4,400.00. Motion made by Laura Herter and seconded by Dixie Timmerman to approve this agreement. Vote all ayes, 0 nays, 2 absent.
 - b. Planning and Zoning
 - i. None.
 - c. Roads/Highways/Bridges
 - i. No culvert permits were issued.
 - ii. Steve Rapp answered calls from residents concerning ice and snow control.
 - iii. Rich Lundeen, Boone County Highway Dept, notified Steve Rapp that Timberlane had used 124 tons of salt and chips for snow for snow and ice control this season.
 - iv. The Orth road bridge engineering review meeting is set for Jan 18th, 2014.
 - b. Village Hall
 - i. None
- 9. Old Business
 - a. Paperwork for the \$30,000 IL state grant is complete with the Dept of Commerce and Economic Opportunity. Timberlane expects to receive funds in 2014 for bridge engineering fund replacement.
- 10. New Business
 - a. Guest Prairie Lane Homeowners Association President, Trace Upchurch, presented a proposal to purchase and install custom street signs and stop signs in their subdivision. The design information was distributed to the trustees. New signs are to comply with IDOT reflectivity requirements, and be an upgrade in appearance and safety for the area. The HOA is funding the replacement cost. The trustees will review and comment back to Prairie Lane.

11. Open Actions from previous meetings:

Open Actions:	Meeting	Contact
Bond remains open for \$15,000 waiting for final work to be done from Kevin Bunge at Civil Engineering Services.	Late 2009	Steve Rapp
Check into securing the thermostat controls at the village hall.	May 2012	Trustees
25K inter-governmental agreement with Belvidere Township	Aug 2012	Village attorney
Request to reduce speed limit on village portion of Dawson Lake	Aug 2012	Steve Oct 2013
Single Waste Refuse collection consideration to investigate	Nov 2012	Tom Michel
Mt. Carmel Stabilization Group quote to reconstruct Dawson Lake slurry mix then seal coating.	Jan 2013	Trustees
Provide village hall keys to Laura Herter and Tom Michel	Mar 2013	Steve Rapp
Lower weight limit on Dawson Lake road from 54,000 lbs to	Mar 2013	Trustees

30,000 lbs as recommended by Hanson Engineering and IDOT.		
Utilize services of the Boone County Community Service workers again this year for general cleaning.	Apr 2013	Dixie T.
Work with Independent Inspections to update the descriptions and Fee schedule on building permits.	May 2013	Steve Rapp

12. Motion made by Laura Herter, seconded by Steve Rapp to adjourn at 8:30 pm. Vote all ayes, 0 nays, and 2 absent.