



Regular Meeting Minutes – Village of Timberlane – August 21st, 2014

1. Call to order at 7:00 pm 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, Ron Stelling, Laura Herter, Donna Leone (arrived 7:17pm), Dixie Timmerman, Tom Michel. Absent: 0
3. There was one guest.
4. Motion made by Tom Michel, seconded by Laura Herter to approve July 17th, 2014 regular meeting minutes. Vote all ayes, 0 nays, and 1 absent.
5. President’s Report:
 - a. Steve Rapp received a letter from ILL EPA requesting a general permit for discharges from a small municipal separate storm sewer system or a request to waive this permit. No action taken until further review.
6. Treasurer’s Report:
 - a. Motion made by Donna Leone, seconded by Laura Herter to approve July 2014 Treasurer's report subject to approving the CES payment of \$1957.50 (approved to pay \$1937.50 on 7/17/14 regular meeting. Vote all ayes, 0 nays and 0 absent.

Date	Number	Payee	Payment	Motion Made:	Motion Seconded:
8/11/2014	MyTaxIL	Illinois Department of Revenue	\$ 137.41	Laura H	Donna L
8/11/2014	3704	Com Ed	\$ 36.53	Laura H	Donna L
8/11/2014	3705	Com Ed	\$ 140.10	Laura H	Donna L
8/11/2014	3706	Frontier	\$ 80.61	Laura H	Donna L
8/21/2014	3708	Independent Inspections, Ltd.	\$ 200.00	Laura H	Donna L
8/21/2014	3709	Chad's Excavating & Landscaping	\$ 250.00	Laura H	Donna L
8/21/2014	3710	Johnson Design Landscaping	\$ 648.00	Laura H	Donna L
8/21/2014	3711	Boone County Bridge Fund	\$ 316.00	Laura H	Donna L
8/21/2014	3712	Nicor Gas	\$ 12.47	Laura H	Donna L
8/21/2014	3713	Alpine Bank	\$ 2,029.46	Laura H	Donna L
8/21/2014	3713	Alpine Bank	\$ 714.54	Laura H	Donna L
8/21/2014	3714	Stacy M Kleyn	\$ 1.61	Laura H	Donna L
8/21/2014	3715	Debra K Marner	\$ 218.38	Laura H	Donna L
8/21/2014	3716	Stacy M Kleyn	\$ 405.75	Laura H	Donna L
8/21/2014	3717	Stephen M Rapp	\$ 857.76	Laura H	Donna L
8/21/2014	3718	Stephen M Rapp	\$ 107.40	Laura H	Donna L
8/21/2014	3719	Rockford Register Star	\$ 260.60	Laura H	Donna L
8/21/2014	3720	Laura M Herter	\$ 111.36	Laura H	Donna L
8/21/2014	3721	Ronald D Stelling	\$ 271.47	Laura H	Donna L
8/21/2014	3722	Thomas L Michel	\$ 87.35	Laura H	Donna L
8/21/2014	3723	Ronald D Stelling	\$ 55.11	Laura H	Donna L
8/21/2014	3724	Dixie Timmerman	\$ 120.10	Laura H	Donna L
8/21/2014	3725	Dixie Timmerman	\$ 30.00	Laura H	Donna L
8/21/2014	3726	R. V. P. Enterprises LLC	\$ 625.00	Laura H	Donna L
8/21/2014	3727	CES Inc.	\$ 3,295.00	Laura H	Donna L
			\$11,012.01		

- b. Bills were submitted for payment (above). Motion made by Laura Herter, seconded by Donna Leone to approve bills. Roll call vote: Ayes: Tom Michel, Donna Leone, Dixie Timmerman, Laura Herter and Ron Stelling. Nays: 0 Absent: 0.
 - c. Motion made by Laura Herter, seconded by Tom Michel to approve the corrected May 2014 and June 2014 Treasurers reports moving the appropriate funds from Building permit fees and into Administration fees accounts. Vote all ayes, 0 nays, and 0 absent.
7. Committee Reports
- a. Finance
 - i. None.
 - b. Planning and Zoning
 - i. None.
 - c. Roads/Highways/Bridges
 - i. No culvert permits were issued.
 - i. Bid letting received from four (4) companies (Peter Baker & Son, William Charles Construction, Norwest Construction, and Rock Road Companies) to resurface Dawson Lake Road, (clean, prime, cut and haul away, blacktop mat, aggregate shoulder, etc). This work is expected to last 8 – 10 years. Motion made by Donna Leone, seconded by Dixie Timmerman to approve the bid of \$156,505.29 from Norwest Construction for repairing Dawson Lake road. Roll call vote: Ayes: Tom Michel, Donna Leone, Dixie Timmerman, Laura Herter and Ron Stelling. Nays: 0 Absent: 0.
 - ii. Ron Stelling reviewed the Hyland Dr and Squirrel Tree culvert issue. Ron or Tom Michel will contact Chad’s Excavating for possible solutions.
 - iii. Bid letting for snow and ice control being prepared for September meeting.
 - iv. Steve Rapp recommended the trustees formalize the guidelines below when contracting with its engineering supplier, Civil Engineering Services.
 - 1. Village – Initial Inquiry
 - 2. CES – Quote for Services
 - 3. CES – Scope of Work
 - 4. Village – Approval or Denial of Services at Specified Cost
 - 5. Village & CES – Periodic audit to see that scope of work and expenses are not exceeding the quote for service
 - b. Village Hall
 - i. Steve Rapp and Dixie Timmerman are reviewing the revised License Agreement with Grace Point Church.
 - ii. Dixie Timmerman received a request for boy scouts meeting at the hall and a resident’s Sept birthday party. The board will review the hall contract rules in this regard.
 - iii. Email voting on 8/14/14 resulted in a motion made by Dixie Timmerman, seconded by Ron Stelling to purchase 4 yds of landscape rock for \$189.80 to finish the landscaping at the hall. Roll call vote: Ayes: Tom Michel, Donna Leone, Dixie Timmerman, Laura Herter, Ron Stelling. Nays: 0 Absent: 0.
8. Old Business

- a. Margaret Wilkerson, Alpine Bank’s Sr. Vice President, presented a loan proposal of up to \$300,000.00 for five (5) years and up to a 7 year amortization with a 3.37% fixed rate plus \$500.00 fee. The intended purpose is for repairing Dawson Lake and or Orth roads. Margaret answered a variety of questions from the trustees. Motion made by Donna Leone, seconded by Dixie Timmerman to approve a new loan of \$180,000.00 as a five (5) year note at 3.37% interest rate from Alpine Bank for the purpose of funding roads and bridges. Roll call vote: Ayes: Tom Michel, Donna Leone, Dixie Timmerman, Laura Herter and Ron Stelling. Nays: 0 Absent: 0.
9. New Business
- a. Steve Rapp received a call from the pre-annexed Schmacher property about liquor licensing fees in Timberlane Village. The village does not have liquor licensing. Steve will contact the Boone County Sheriff’s office and review other municipal codes for more information.
 - b. Halloween trick or treat hours remain the same for 10/31 from 5 to 8pm.
10. 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
Lower weight limit on Dawson Lake road from 54,000 lbs to 30,000 lbs as recommended by Hanson Engineering and IDOT.	Mar 2013	Trustees
Utilize services of the Boone County Community Service workers for general cleaning.	Apr 2013	Dixie
Work with Independent Inspections to update the descriptions and Fee schedule on building permits.	May 2013	Steve
Revision of Timberlane By-laws to include electronic attendance	Mar 2014	Debbie Marner
Snow fence options for Newbury Place	Mar 2014	Trustees
Create a 5-year plan for chip sealing subdivision roads	Apr 2014	Tom, Steve
2 new fire extinguishers need to be changed	Apr 2014	Debbie, Ron
Investigate funds in the prime account designated for audit Purposes.	Apr 2014	Stacy, Steve, & auditors

11. Motion made by Laura Herter, seconded by Tom Michel to adjourn at 9:45pm. Vote all ayes, 0 nays, and 0 absent.