



Regular Meeting Minutes – Village of Timberlane – May 21st, 2015

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, Dixie Timmerman, Ron Stelling, Tom Michel, Laura Herter and Donna Leone. Absent: none
3. There were no guests.
4. Debbie Marner, village clerk performed the Oath of Office swearing in of Donna Leone and Laura Herter for 4 year trustee terms of office.
5. Motion made by Tom Michel, seconded by Donna Leone to approve April 16th, 2015 regular meeting minutes. Vote all ayes, 0 nays, and 0 absent.
6. President’s Report:
 - a. Steve Rapp’s activity is noted within meeting minutes this month.
7. Treasurer’s Report:
 - a. Motion made by Laura Herter, seconded by Dixie Timmerman to approve April 2015 Treasurer's Report. Vote all ayes, 0 nays and 0 absent.

Date	Number	Payee	Payment	Motion Made:	Motion Seconded:
5/11/2015	3824	Com Ed	\$ 42.22	Dixie T	Ron S
5/11/2015	3825	Com Ed	\$ 96.13	Dixie T	Ron S
5/11/2015	3826	Frontier	\$ 81.09	Dixie T	Ron S
5/13/2015	MyTaxIL	Illinois Department of Revenue	\$ 49.83	Dixie T	Ron S
5/21/2015	3828	Postmaster	\$ 60.00	Dixie T	Ron S
5/21/2015	3829	Nicor Gas	\$ 41.23	Dixie T	Ron S
5/21/2015	3830	Independent Inspections, Ltd.	\$ 150.00	Dixie T	Ron S
5/21/2015	3831	Alpine Bank	\$ 2,093.98	Dixie T	Ron S
5/21/2015	3831	Alpine Bank	\$ 650.02	Dixie T	Ron S
5/21/2015	3832	Chad's Excavating & Landscaping	\$ 400.00	Dixie T	Ron S
5/21/2015	3833	Debra K Marner	\$ 221.49	Dixie T	Ron S
5/21/2015	3834	Donna M Leone	\$ 88.60	Dixie T	Ron S
5/21/2015	3835	Ronald D Stelling	\$ 222.80	Dixie T	Ron S
5/21/2015	3836	Stacy M Kleyn	\$ 412.00	Dixie T	Ron S
5/21/2015	3837	Stephen M Rapp	\$ 797.00	Dixie T	Ron S
5/21/2015	3838	Thomas L Michel	\$ 88.60	Dixie T	Ron S
5/21/2015	3839	Heritage Ground Care	\$ 200.00	Dixie T	Ron S
5/21/2015	3840	Dixie L Timmerman	\$ 4.02	Dixie T	Ron S
5/21/2015	3841	Dixie L Timmerman	\$ 202.30	Dixie T	Ron S
5/21/2015	1013	Alpine Bank	\$ 2,001.29	Dixie T	Ron S
5/21/2015	1013	Alpine Bank	\$ 411.18	Dixie T	Ron S
5/21/2015	1014	Chad's Excavating & Landscaping	\$ 9,562.70	Dixie T	Ron S
5/21/2015	1015	Chad's Excavating & Landscaping	\$ 2,145.00	Dixie T	Ron S
5/21/2015	1090	Boone County Motor Fuel Tax Fund	\$ 938.96	Dixie T	Ron S
			\$20,960.44		

- b. The bills (see page 1) were submitted for payment. Motion made by Dixie Timmerman seconded by Ron Stelling to approve bills. Roll call vote: Ayes: Dixie Timmerman, Tom Michel, Donna Leone, Laura Herter and Ron Stelling. Nays: 0 Absent: 0.
- 8. Committee Reports
 - a. Finance
 - i. An emergency motion made by Donna Leone seconded by Laura Herter on 5/12/15 was made to approve payment of April's wages and extra work performed by Steve Rapp in the amount of \$854.11. Roll call vote: Ayes: Dixie Timmerman, Tom Michel, Donna Leone, Laura Herter and Ron Stelling. Nays: 0 Absent: 0.
 - b. Planning and Zoning
 - i. None.
 - c. Roads/Highways/Bridges
 - i. No culvert permit issued.
 - ii. The following items were performed this month on village roads: culvert repairs at Squirrel tree and Hyland roads, Dawson Lake's culvert box bridge wing wall replacement, and pothole blacktop patching.
 - iii. Tom Michael and Ron Stelling will contact Norwest Co to inspect for a quote on repairing raised or sunken blacktop on subdivision roads.
 - iv. Ron Stelling will request a quote from Bonus Township to perform tree and shrub trimming on Orth road and Dawson Lake road this year.
 - d. Village Hall
 - i. None.
- 9. Old Business
 - a. Steve Rapp received a distribution agreement request from Aberdeen Knoll Homeowner's assc for settlement and release of the 2014 tax collection issue.
 - b. Motion made by Laura Herter seconded by Tom Michael to approve Grace Point Church's commercial license for 3 months ending 7/31/15. Vote: 3 ayes, 1 nay, 0 absent. Steve Rapp spoke on the change to add "a cleanup charge of \$50.00 per hour when it is found the Church has not maintained the hall in the proper condition per this agreement." Dixie Timmerman and Laura Herter offered to create a village hall maintenance checklist.
 - c. The trustees discussed mosquito spraying this season and decided not to provide this service within the village this year.
 - d. No update on the community service workers or the Prairie Meadow block party.
- 10. New Business
 - a. Board of trustees reviewed a prevailing wage act and resolution from 2014. The clerk offered to canvas other villages of typical job duties and wages for president and trustees for review at the next regular meeting.
 - b. The board agreed on a new process for the extra hour's worksheet. The full board will send work lists to the clerk who will complete an Excel file and send it to the treasurer, Stacy Kleyn for review at the next regular meeting. The clerk will provide a computer printout attached to each manual sheet for board of trustee's review for bills to approve.
- 11. Actions from previous meetings:

Open Actions:	Meeting	Contact
Check into securing the thermostat controls at the village hall.	Jan 2015	Dixie, Ron
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
Investigate funds in the prime account designated for audit Purposes.	Apr 2014	Stacy, Steve, & auditors
Create new bridge filing system with Hanson Engineering	Oct 2014	Steve & Debbie
Tax referendum bond for ballot	Jan 2015	Steve

12. Motion made by Laura Herter, seconded by Tom Michel to adjourn at 8:45pm. Vote all ayes, 0 nays, and 0 absent.