



**Regular Meeting Minutes – Village of Timberlane – March 16th, 2017**

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, Bill Hursh, James Wehrle, Ron Stelling, Donna Leone and Dixie Timmerman. Absent: 0.
3. There were one guest.
4. Motion made by Laura Herter, seconded by Donna Leone to approve February 16th, 2017 regular meeting minutes. Vote all ayes, 0 nays, and 0 absent.
5. President’s Report: Steve Rapp comments are within the meeting minutes.
6. Treasurer’s Report:
  - a. Motion made by Laura Herter, seconded by Ron Stelling to approve February 2017 Treasurer's Report. Vote all ayes, 0 nays and 0 absent.

Date	Number	Payee	Payment	Motion Made:	Motion Seconded:
3/8/2017	MyTaxIL	Illinois Department of Revenue	\$ 85.67	Dixie T	Donna L
3/8/2017	2081	Com Ed	\$ 91.68	Dixie T	Donna L
3/8/2017	2083	Frontier	\$ 82.44	Dixie T	Donna L
3/16/2017	2082	Com Ed	\$ 42.71	Dixie T	Donna L
3/16/2017	2084	Debra K Marner	\$ 67.00	Dixie T	Donna L
3/16/2017	2085	Sreenan & Cain, P.C.	\$ 625.00	Dixie T	Donna L
3/16/2017	2086	Chad's Excavating & Landscaping	\$ 320.00	Dixie T	Donna L
3/16/2017	2087	Debra K Marner	\$ 221.49	Dixie T	Donna L
3/16/2017	2088	Dixie L Timmerman	\$ 88.60	Dixie T	Donna L
3/16/2017	2089	Donna M Leone	\$ 88.60	Dixie T	Donna L
3/16/2017	2090	James R Wehrle	\$ 88.60	Dixie T	Donna L
3/16/2017	2091	Stacy M Kleyn	\$ 412.00	Dixie T	Donna L
3/16/2017	2092	Stephen M Rapp	\$ 798.00	Dixie T	Donna L
3/16/2017	2093	Alpine Bank	\$ 2,233.74	Dixie T	Donna L
3/16/2017	2093	Alpine Bank	\$ 510.26	Dixie T	Donna L
3/16/2017	2094	Laura M Herter	\$ 28.26	Dixie T	Donna L
3/16/2017	2095	James R Wehrle	\$ 46.46	Dixie T	Donna L
3/16/2017	2096	James R Wehrle	\$ 146.19	Dixie T	Donna L
3/16/2017	2097	Laura M Herter	\$ 123.13	Dixie T	Donna L
3/16/2017	2098	Ronald D Stelling	\$ 169.51	Dixie T	Donna L
3/16/2017	2099	William R Hursh	\$ 88.60	Dixie T	Donna L
3/16/2017	1053	Alpine Bank	\$ 2,145.90	Dixie T	Donna L
3/16/2017	1053	Alpine Bank	\$ 266.57	Dixie T	Donna L
3/16/2017	1050	Boone County Motor Fuel Tax	\$ 4,014.13	Dixie T	Donna L
3/16/2017	1051	Chad's Excavating & Landscaping	\$ 2,422.50	Dixie T	Donna L
Total Funds			\$ 15,207.04		

- b. The bills (above) were submitted for payment. Motion made by Dixie Timmerman, seconded by Donna Leone to approve bills. Roll call vote: Ayes: Ron Stelling, James Wehrle, Laura Herter, Dixie Timmerman, Bill Hursh and Donna Leone. Nays: 0 Absent: 0
7. Committee Reports
- a. Finance
    - i. Guest Jennifer Martinson from Lauterbach & Amen, LLP, presented Timberlane Villages 2016 Financial Audit and the Management Letter, and the letter to the President to the full board. It was noted that accounting changes made from cash basis to accrual improved the audit. Timberlane received a high financial rating overall. The management letter recommends the village adopt a capital asset policy to address both financial and stewardship for its assets. It also suggested the village adopt a fund balance policy to assist in financial stability throughout the year. One last comment was a recommendation for a policy and procedure manual for the village.
    - ii. Motion made by Laura Herter, seconded by Dixie Timmerman to approve the 2016 Financial Audit and the 2016 Management Letter as received by Lauterbach & Amen, LLP. Vote all ayes, 0 nays, and 0 absent.
  - b. Planning and Zoning
    - i. Steve Rapp is investigating an intergovernmental agreement with the Boone County Planning Department that could support Timberlane Village’s land and building issues and zoning variances advisements.
  - c. Roads/Highways/Bridges
    - i. No culvert permits issued.
    - ii. Steve Rapp received a call from a resident asking to remove big chunks of blacktop patch from private property. He contacted Chad’s Excavation for removal.
    - iii. Laura offered to contact Chad’s Excavation concerning a broken tree ready to fall into the cemetery and near private property on Dawson Lake Rd.
  - d. Village Hall
    - i. Ron Stelling offered to contact a heating and cooling company to repair the furnace that is not working properly.
    - ii. Donna Leone received a verbal quote for \$1000.00 for a commercial building appraisal. Steve Rapp offered to contact our Alpine Bank advisor. This is needed to obtain a fair market value for the village hall building in support of the Boone County Fire District 3 request for a selling price.

Old Business

- a. Motion made by Laura Herter, seconded by Donna Leone to approve ordinance O17-075-01 Amending the Code of Ordinances, Chapter 1 General Zoning Provisions, for Telecommunications Structures and Towers. Vote all ayes, 0 nays, and 0 absent.

- 8. New Business
  - a. None.

9. Actions from previous meetings:

<b>Open Actions:</b>	<b>Meeting</b>	<b>Contact</b>
Single Waste Refuse collection consideration to investigate	Nov 2012	Trustees

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
Revision of Timberlane By-laws to include electronic attendance	Mar 2014	Debbie Marner
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 Rapp
Investigate “investment policies” in order to provide options to revise ours to the board of trustees.	Apr 2016	Stacy, Debbie
Timberlane has been asked to adopt 2015 International Residential Codes for Inspections (IRC, IBC, IMC), 2014, 2011 NEC codes.	Oct 2016	Steve Rapp
In-ground swimming pool and in-ground installation inspection criteria from Safebuilt. Trustees request information be placed on the website for public review.	Oct 2016	Steve Rapp
An electrician performed an on-site review of outdoor lighting at the front door of the hall and will provide possible solutions.	Dec 2016	Donna, Bill

10. Motion made by Dixie Timmerman, seconded by Ron Stelling to adjourn at 8:11pm.  
Vote all ayes, 0 nays, and 0 absent.