



**Regular Meeting Minutes – Village of Timberlane – April 18th, 2019**

1. Call to order at 7:01pm 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, Christina Jones, Donna Leone, Laura Herter and James Wehrle. Absent: Bill Hursh.
3. There were no guests.
4. Motion made by Laura Herter, seconded by Christina Jones to approve March 21<sup>st</sup>, 2019 regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
5. President’s Report: Steve Rapp’s comments are within the meeting minutes.
6. Treasurer’s Report:
  - a. Motion made by Donna Leone seconded by Christina Jones to approve March 2019 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
  - b. The following bills were submitted for payment. Motion made by Laura Herter, seconded by Christina Jones to approve bills. Roll call vote: Ayes: Donna Leone, Christina Jones, Laura Herter, James Wehrle. Nays: 0, Absent: Bill Hursh

| Date                                      | Number  | Payee                          | Payment            | Motion Made: | Motion seconded: |
|---|---------|--------------------------------|--------------------|--------------|------------------|
| 4/4/2019                                  | MyTaxIL | Illinois Department of Revenue | \$ 107.79          | Laura H      | Christina J      |
| 4/9/2019                                  | 2472    | Com Ed                         | \$ 48.55           | Laura H      | Christina J      |
| 4/9/2019                                  | 2473    | Frontier                       | \$ 93.44           | Laura H      | Christina J      |
| 4/18/2019                                 | 2474    | Christina M Jones              | \$ 87.40           | Laura H      | Christina J      |
| 4/18/2019                                 | 2475    | Debra K Marner                 | \$ 218.50          | Laura H      | Christina J      |
| 4/18/2019                                 | 2476    | James R Wehrle                 | \$ 87.40           | Laura H      | Christina J      |
| 4/18/2019                                 | 2477    | Laura M Herter                 | \$ 87.40           | Laura H      | Christina J      |
| 4/18/2019                                 | 2478    | Stacy M Kleyn                  | \$ 419.00          | Laura H      | Christina J      |
| 4/18/2019                                 | 2479    | Stephen M Rapp                 | \$ 799.00          | Laura H      | Christina J      |
| 4/18/2019                                 | 2480    | William R Hursh                | \$ 87.40           | Laura H      | Christina J      |
| 4/18/2019                                 | 2481    | Derango, & Cain, LLC           | \$ 750.00          | Laura H      | Christina J      |
| 4/18/2019                                 | 2482    | William Charles Construction   | \$ 773.55          | Laura H      | Christina J      |
| 4/18/2019                                 | 2483    | Midwest Dirt                   | \$ 719.00          | Laura H      | Christina J      |
| 4/18/2019                                 | 2484    | United States Treasury         | \$ 1,290.60        | Laura H      | Christina J      |
| <b>Total Funds</b>                        |         |                                | <b>\$ 5,569.03</b> |              |                  |
| US Bank - General Checking - Non-Specific |         |                                | \$ 4,076.48        |              |                  |
| US Bank - General Checking - Streets      |         |                                | \$ 1,492.55        |              |                  |

7. Committee Reports
  - a. Finance
    - i. Stacy Kleyn completed the MFT Actual Expenditure report for 2018.
    - ii. Stacy Kleyn presented the Final Tax Computation report from the Boone County Clerk showing that Timberlane asked for \$65,000.00 but will receive \$61,004.52 based on the tax levy worksheet compiled in 2018.
  - b. Planning and Zoning
    - i. None.
  - c. Roads/Highways/Bridges
    - i. No culvert permits issued.

- ii. Silver Fox and Woodchuck drives with roadway issues are waiting for Kevin Bunge to examine the situation and advise Timberlane Village. Donna Leone stated her front yard still needs stones, clay and blacktop removed and holes need to be filled in from last years road work.
  - iii. Steve Rapp received four calls concerning snowplow damage off the road into residents' lawns. Midwest Dirt will repair lawns when weather permits.
  - iv. New road signs will be ordered by Midwest Dirt. They will install signs when the weather permits.
  - v. Road work to add rock edging on Dawson Lake and Orth roads will be scheduled with Midwest Dirt when weather permits.
  - vi. Steve Rapp awaits results from the 2019 Boone County Highway asphalt bid letting for road repairs. Timberlane added Reginald drive for resurfacing.
- d. Village Hall
- i. None.
8. Old Business
- a. Steve Rapp and Stacy Kleyn continue working issues with GATA/SAM.gov website process. Rejected items were resubmitted waiting for a response back.
  - b. Rockford Christian Schools and Robert W. Baird & Co. Inc. declined to propose an Industrial Project Revenue Bond that would have benefited Timberlane Village.
9. New Business
- a. Debbie Marner, village clerk, introduced the records destruction and retention process for 2019 that includes sorting paper filing into what is permanent and what can be held for destruction with the board of trustee approval before requesting ILL state destruction approval. Category lists will be provided at future meetings.
10. Actions from previous meetings:

| <b>Open Actions:</b>   | <b>Meeting</b> | <b>Contact</b>                   |
|--|----------------|----------------------------------|
| Revision of Timberlane By-laws to include electronic attendance  | Mar 2014       | Debbie Marner                    |
| Create new bridge filing system with Hanson Engineering  | Oct 2014       | Steve & Debbie                   |
| Investigate "investment policies" to provide options to revise ours to the board of trustees.                                  | Apr 2016       | Full board                       |
| Timberlane has been asked to adopt 2015 International Residential Codes for Inspections (IRC, IBC, IMC), 2014, 2011 NEC codes. | Oct 2016       | Steve Rapp along with Drew Bliss |
| Ask Jim Hursh to research benefits and disadvantages of being connected to the townships of Caledonia and Poplar Grove.        | Feb 2018       | Steve Rapp, Laura Herter         |

11. Motion made by Laura Herter, seconded by Christina Jones to adjourn at 7:42pm.  
Vote all ayes, 0 nays, and 1 absent.