



Regular Meeting Minutes – Village of Timberlane – February 20th, 2020

1. Call to order at 7:03pm 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, Bill Hursh, Laura Herter and Donna Leone. Absent: Christina Jones.
3. There were five guests.
4. Motion made by Laura Herter, seconded by Donna Leone to allow Steve Rapp to act as a trustee in order to form a quorum. Vote all ayes, 0 nays, 1 absent.
5. Motion made by Laura Herter, seconded by Bill Hursh to approve January 16th, 2020 regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
6. President’s Report: Steve Rapp’s comments are within the meeting minutes.
7. Treasurer’s Report:
 - a. Motion made by Bill Hursh seconded by Laura Herter to approve January 2020 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 Donna Leone to approve bills. Roll call vote: Ayes: Laura Herter, Steve Rapp, Bill Hursh, Donna Leone. Nays: 0 Absent: Christina Jones.

Date	Number	Payee	Payment	Motion Made:	Motion Seconded:
2/10/2020	MYTaxIL	Illinois Department of Revenue	\$ 107.79	Laura H	Donna L
2/11/2020	2605	Frontier	\$ 95.44	Laura H	Donna L
2/20/2020	2606	Christina M Jones	\$ 87.40	Laura H	Donna L
2/20/2020	2607	Debra K Marner	\$ 218.50	Laura H	Donna L
2/20/2020	2608	Laura M Herter	\$ 87.40	Laura H	Donna L
2/20/2020	2609	Stacy M Kleyn	\$ 419.00	Laura H	Donna L
2/20/2020	2610	Stephen M Rapp	\$ 799.00	Laura H	Donna L
2/20/2020	2611	William R Hursh	\$ 87.40	Laura H	Donna L
2/20/2020	2612	B & F Construction Code Services, Inc.	\$ 1,664.40	Laura H	Donna L
2/20/2020	2613	CES Inc.	\$ 462.25	Laura H	Donna L
2/20/2020	2614	Derango, & Cain, LLC	\$ 400.00	Laura H	Donna L
2/20/2020	2615	Midwest Dirt	\$ 13,933.00	Laura H	Donna L
		Total Funds	\$ 18,361.58		
		US Bank - General Checking - Non-Specific	\$ 18,361.58		

8. Committee Reports
 - a. Finance
 - i. Stacy Kleyn notified North Boone Fire District 3 that \$2,500.00 is owed to Timberlane for CES planning reviews of its new building construction.
 - ii. Board of trustees requested removing ‘capital asset policy’ creation and ‘fund balance policy’ creation from the management letter. Stacy will notify the financial auditors Lauterbach & Amen, LLP.
 - iii. Stacy Kleyn mentioned that Lauterbach & Amen, LLP will present the Timberlane Village 2019 Financial Audit and Management Letter for review and approval next month.
 - b. Planning and Zoning

- i. Tracy Wilson, Rockford Structures, Inc requested a new address for the North Boone Fire District 3's new station. The board of trustees provided addresses 2900 – 2920 Charleston Court for their choosing.
 - ii. Timberlane received a letter dated 2/6/20 from the Ill Housing and Development Authority referencing the 2018 Affordable Housing Planning and Appeals Act Non-Exemption Affordable Housing Status. Timberlane was determined to be a 'non-exempt local government' on 12/28/18. Attorney Jim Hursh issued a letter on Timberlane's behalf stating it is not required to be compliant to this Act with residency under 1,000.
 - c. Roads/Highways/Bridges
 - i. No culvert permits issued.
 - ii. Various complaints were received from the subdivisions concerning potholes, so Steve Rapp notified Midwest Dirt to schedule repair work weather permitting. Steve offered to ask Justin Krohn about contracting with Boone County on black top pothole patching.
 - iv. Midwest Dirt notified Steve Rapp agreement to backfill potholes in Hidden Grove to stabilize roads before the Boone County contractor begins asphalt overlay work.
 - v. Steve Rapp offered to check on chip sealing of Dawson Lake Road.
 - vi. Guests and board of trustees complained about aggressive driving when entering and exiting Candlewick Lake from Dawson Lake Road.
 - vii. Sinkhole on the northern entrance of Prairie Meadow on the west side of Caledonia Road is affected by two culverts. Justin Krohn, Boone County highway dept has been notified for road repairs.
 - d. Village Hall
 - i. None.
- 9. Old Business
 - a. None.
- 10. New Business
 - a. Darcy Hills, Prairie Meadows HOA President spoke on snowplowing damage to road signs and a 6-inch salt pile at the end of 2906 Country Meadow off the south entrance. One guest mentioned snowplow truck blade scraping causing asphalt damage. Vestas place has water spouting out of the middle of the road close to the ditch. Steve Rapp offered to notify Midwest Dirt concerning these situations. Board of trustees and Steve said that Midwest Dirt was doing a good job overall with snow plowing this season. A guest asked about the fire station purchase of the building and how they may develop this area which the board responded to. Guest asked about slowing down Dawson Lake road in areas which are outside of Timberlane's control.
 - b. Guests asked about updating the Timberlane website with new pictures of subdivision signs this spring. Photos will be sent digitally for website posting. Steve Rapp said Sylvia Gorman encountered website server problems this month that are now resolved. No notification was received to prevent this.

- c. Guest Bob Whalen from Prairie Meadows asked about mosquito spraying this year. Steve Rapp will check with Clarke mosquito for a quote.
- d. Guest Jonathan Lipscomb from Prairie Meadows is interested in the vacant trustee position. He is looking to serve the public and interested in his local government. Motion made by Laura Herter, seconded by Donna Leone to nominate Jonathan Lipscomb, 12924 Wild Prairie Close, to fill the 2017 expired trustee position. This is a 4-year term up for general election in 2021.
- e. Nicor Gas letter received the NICOR Pipeline integrity Management Plan and a contact list for emergencies was provided. It is a process of accessing and mitigating pipeline risks to reduce accidents and provide risk assessments.

11. Actions from previous meetings:

Open Actions:	Meeting	Contact
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
The recording of records for board approval for destruction	July 2019	Debbie Marner

12. Motion made by Laura Herter, seconded by Bill Hursh to adjourn at 8:37pm. Vote all ayes, 0 nays, and 1 absent.