



Regular Meeting Minutes – Village of Timberlane – March 18th, 2021

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, Jonathan Lipscomb, Donna Leone, Darcy Hills and Greg Hills. Absent: Laura Herter.
3. There were 2 guests.
4. Motion made by Jonathan Lipscomb, seconded by Darcy Hills to approve February 25th, 2021 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 Jonathan Lipscomb, seconded by Donna Leone to approve February 2021 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. The following bills were submitted for payment. Motion made by Donna Leone, seconded by Jonathan Lipscomb to approve bills. Roll call vote: Ayes: Greg Hills, Donna Leone, Jonathan Lipscomb, Darcy Hills Nays: 0 Absent: Laura Herter.

| Date | Number | Payee | Payment | Motion Made: | Motion seconded: |
|------------------|--------|---|-------------------|--------------|------------------|
| 3/8/2021 | debit | Illinois Department of Revenue | \$ 106.43 | Donna L | Jonathan L |
| 3/11/2021 | 2776 | Com Ed | \$ 37.86 | Donna L | Jonathan L |
| 3/11/2021 | 2777 | Frontier | \$ 96.76 | Donna L | Jonathan L |
| 3/18/2021 | 2778 | Darcy A Hills | \$ 87.40 | Donna L | Jonathan L |
| 3/18/2021 | 2779 | Debra K Marner | \$ 218.49 | Donna L | Jonathan L |
| 3/18/2021 | 2780 | Donna M Leone | \$ 87.40 | Donna L | Jonathan L |
| 3/18/2021 | 2781 | Gregory S Hills | \$ 87.40 | Donna L | Jonathan L |
| 3/18/2021 | 2782 | Jonathan M Lipscomb | \$ 87.40 | Donna L | Jonathan L |
| 3/18/2021 | 2783 | Laura M Herter | \$ 87.40 | Donna L | Jonathan L |
| 3/18/2021 | 2784 | Stacy M Kleyn | \$ 420.00 | Donna L | Jonathan L |
| 3/18/2021 | 2785 | Stephen M Rapp | \$ 799.00 | Donna L | Jonathan L |
| 3/18/2021 | 2786 | Debra K Marner | \$ 125.00 | Donna L | Jonathan L |
| 3/18/2021 | 2787 | B & F Construction Code Services, Inc. | \$ 505.00 | Donna L | Jonathan L |
| 3/18/2021 | 2788 | Lauterbach & Amen, LLP | \$1,000.00 | Donna L | Jonathan L |
| | | Total Funds | \$3,745.54 | | |
| | | US Bank - General Checking - Non-Specific | \$2,745.54 | | |
| | | US Bank - General Checking - Audit | \$1,000.00 | | |

7. Committee Reports
 - a. Finance
 - i. Guest Courtney Clement, auditor from Lauterbach & Amen, LLP presented highlights of their financial audit reports giving Timberlane their highest opinion rating. Trustees asked about the asset accounts and the village financial history.
 - ii. Motion made by Darcy Hills, seconded by Donna Leone to approve the 2020 Financial Audit and Management Letter as presented. Vote all ayes, 0 nays, 1 absent.

- iii. Stacy Kleyn and Debbie Marner will work with Courtney Clement and IDOT on the Motor Fuel Tax CYFER and 2020 submittals.
 - b. Planning and Zoning
 - i. None.
 - c. Roads/Highways/Bridges
 - i. Board of Trustees and Steve Rapp reviewed the bridge inspection recommendations from Hanson Professional Services. The bridge cleanup plans for 2021 are as follows:
 - 1. Midwest Dirt and Steve Rapp will notify residents near Orth Road box culvert bridge that vegetation restricting the waterway opening will be removed and the slumping bank repaired. No cost estimates.
 - 2. Midwest Dirt will remove the brush and debris restricting the water channel near the north end of the west wall at the Dawson Lake box culvert bridge. No cost estimate yet.
 - ii. Steve Rapp will request a quote from Midwest Dirt to add stone to the edges of Orth road and Dawson Lake road this year.
 - iii. Steve Rapp is working with Midwest Dirt for landscape repairs and damaged mailboxes. Steve asked that snow gets piled up on the island or dead ends instead of piling up on residential lots around the cul-de-sacs.
 - iv. Motion made by Greg Hills, seconded by Donna Leone to allow Steve Rapp to contact Kevin Bunge from Civil Engineering Services to review the road work proposal for Vesta's Place to add a hammerhead turnaround and the causes for bubbling road blacktop areas. Vote all ayes, 0 nays, 1 absent.
 - v. Boone County Highway marked the entrance into Prairie Meadow on Prairie road and Caledonia road to remove the sink hole and repair the entrance.
 - vi. Timberlane received pricing from Justin Krohn, Boone County engineering for a 2-inch asphalt overlay on all the Prairie Meadow roads at \$130,346. The county wide road project is out for bid letting and the opening of bids takes place April 5th at the county highway department.
 - d. Village Hall
 - i. None.
- 8. Old Business
 - a. Steve Rapp requested the village attorney, Trent Ferguson, review these draft ordinances but has not received feedback at this time:
 - i. O20-324-03 Burning ordinance
 - ii. O20-324-04 Noise ordinance
 - iii. O20-324-05 Street Parking ordinance
 - b. Steve Rapp submitted updated information since it expired Nov 2020 into the GATA and SAM government systems and is awaiting approval. This affects funding of grants and MFT for roads and bridges.
- 9. New Business
 - a. No discussion on the Fair Housing Act resolution response this month.
 - b. Steve Rapp, the board of Trustees and attorney Trent Ferguson reviewed the draft revision of the Timberlane Mailbox Damage Policy. Discussion centered on mailbox replacement by its contractor and/or owner given cash to replace. The

board commented that easements must be left clear 33 feet from center of road.
 Next meeting the policy revisions will be reviewed for approval.

- c. Motion made by Donna Leone, seconded by Greg Hills to increase the mailbox destruction reimbursement from \$15.00 to \$75.00. Roll call vote: Ayes: Greg Hills, Donna Leone, Jonathan Lipscomb, Darcy Hills Nays: 0 Absent: Laura Herter.
- d. Mosquito abatement will be addressed at the next meeting.

10. Actions from previous meetings:

| Open Actions: | Meeting | Contact |
|--|----------------|----------------------------------|
| Revision of Timberlane By-laws to include electronic attendance | Mar 2014 | Debbie Marner |
| 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 Jonathan Lipscomb, seconded by Donna Leone to adjourn at 8:51pm. Vote all ayes, 0 nays, and 1 absent.