



Regular Meeting Minutes – Village of Timberlane – October 21st, 2021

1. Call to order at 7:02pm 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: none.
3. There were three guests.
4. Motion made by Darcy Hills, seconded by Greg Hills to approve September 16th, 2021, regular meeting minutes subject to changing title to Sept 16. Vote all ayes, 0 nays, 0 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 Darcy Hills to approve the September 2021 Treasurer's Report. Vote all ayes, 0 nays, and 0 absent.
 - b. The following bills were submitted for payment. Motion made by Greg Hills, seconded by Donna Leone to approve bills. Roll call vote: Ayes: Darcy Hills, Donna Leone, Jonathan Lipscomb, Greg Hills, Nays: 0 Absent: 0.

Date	Number	Payee	Payment	Motion Made:	Motion Seconded:
10/4/2021	MyTaxIL	Illinois Department of Revenue	\$ 106.43	G.Hills	D.Leone
10/9/2021	2870	Com Ed	\$ 37.56	G.Hills	D.Leone
10/9/2021	2871	Frontier	\$ 95.81	G.Hills	D.Leone
10/21/2021	2872	Darcy A Hills	\$ 87.40	G.Hills	D.Leone
10/21/2021	2873	Debra K Marner	\$ 218.50	G.Hills	D.Leone
10/21/2021	2874	Donna M Leone	\$ 87.40	G.Hills	D.Leone
10/21/2021	2875	Gregory S Hills	\$ 87.40	G.Hills	D.Leone
10/21/2021	2876	Jonathan M Lipscomb	\$ 87.40	G.Hills	D.Leone
10/21/2021	2877	Stacy M Kleyn	\$ 420.00	G.Hills	D.Leone
10/21/2021	2878	Stephen M Rapp	\$ 799.00	G.Hills	D.Leone
10/21/2021	2879	United States Treasury	\$ 1,278.16	G.Hills	D.Leone
10/21/2021	2880	CES Inc.	\$ 746.25	G.Hills	D.Leone
10/21/2021	2881	B & F Construction Code Services, Inc.	\$ 640.00	G.Hills	D.Leone
10/21/2021	2882	IML Risk Management Association	\$ 5,973.18	G.Hills	D.Leone
10/21/2021	2883	Rock Road	\$ 121,000.00	G.Hills	D.Leone
		Total Funds	\$ 131,664.49		
		US Bank - General Checking - Non-Specific	\$ 131,664.49		

7. Committee Reports
 - a. Finance
 - i. Stacy Kleyn presented the 2022 proposed Tax Levy & 2022 proposed Budget subject to recommendations by the board of Trustees. Stacy answered questions on how tax levy calculations are developed.
 - b. Planning and Zoning
 - i. Donna Leone commented that cars continue to park on Squirrel Tree Rd and asked if Trent Ferguson would send a violation notice but Steve Rapp offered to speak with the residents first.

- ii. Steve Rapp received a Special Use Permit application on 10/1/21 from Whitney & William Humphry the current residents of 3778 Orth Rd. The special use application includes the business name WWF utilizing 1.6 acres for venue planning purposes as stated on the application as ‘venue planning for weddings, dances, parties, catering, and performances of music and plays’. As guests in attendance, they spoke on their request to start building a new barn with an occupancy of 200 or less yet to be constructed this 2021/2022 winter season. Steve Rapp asked if they had talked to subdivision residents near them in Timberlane or Hidden Grove and they had not.
 - 1. Steve stated that Timberlane will convene a new Zoning Committee to review Special Use Applications. Also, Steve said that Isamari Mandujano, Boone County Planner is available to support the zoning committee members concerning the special use application process.
 - 2. Trustees discussed noise, parking, alcohol, timeframe of operation but will defer discussion to the new committee. Darcy Hills offered to ask residents of both subdivisions to be represented on this committee if possible.
- c. Roads/Highways/Bridges
 - i. A few complaints were received concerning the recent road work in Prairie Lane and Prairie Meadow involved chipped edges on concrete driveways. Trustees discussed the issues. Justin Krohn, Boone County Highway dept, spoke with the homeowners affected. Justin notified Steve Rapp that he recommends Timberlane pass an ordinance stating that the “surface of driveways within the right of way shall match the roadway surface type that it intersects”. Steve will notify village attorney Trent Ferguson to draft an ordinance for review. Also, Darcy Hills mentioned that a pile of asphalt was left on the south entrance of Prairie Meadow that needs to be picked up.
 - ii. Steve Rapp and Midwest Dirt drove roads in Prairie Lane, Prairie Meadow and Hidden Grove inspecting the edges to see where to add dirt, grass seed or gravel. Midwest Dirt estimated \$22,000.00 plus add gravel to the corners. No action taken by board of trustees.
 - iii. Steve Rapp will ask Kevin Bunge, CES engineer, to review Timberlane roads and provide a 2022 update of the original “Village of Timberlane Street Evaluation Study January 2018”.
 - iv. Board of Trustees agreed that two (2) road signs are need: 45mph speed limit sign on Dawson Lake Rd west of the fire dept buildings and ‘slow children at play’ in Hidden Grove.
 - v. Justin Krohn confirmed that Timberlane’s request for road salt mix for the 2021/2022 season has been covered and expects costs of \$55 to \$65 per ton.
- d. Village Hall (located at 2940 Charleston Ct, owners Nbfd3, on market for re-sale)
 - i. Steve Rapp received email from the Tobin & Ramon Law Firm concerning the potential sale of 2940 Charleston Ct owned by North Boone Fire District 3 to Immanuel Lutheran, Belvidere, IL whom they represent. It is their understanding that the property for sale contains a septic tank and some of the septic tank lines are located on the adjacent fire dept property. It is the parties intent to enter into a Shared Septic Agreement going forward and

seek opinions whether or not this is allowable under current building codes or be required to be isolated to one property and/or moved in any way. Steve Rapp replied that the Village of Timberlane would defer to the Boone County Health Department for their opinion on a dual septic system.

8. Old Business

- a. Motion made by Jonathan Lipscomb, seconded by Donna Leone to approve O21-294-01 Ordinance Regulating Mailboxes, and Appendix A ‘Mailbox Damage Claim Form’. Vote all ayes, 0 nays, 0 absent.
- b. No updates from CES on IL EPA storm water waiver in progress.
- c. Darcy Hills is drafting single waste hauler garbage vendor selection documents for board of trustee and attorney review. She appreciated the help she has received from other local municipalities as well.

9. New Business

- a. Joan Sage from Comcast reached out to see if Timberlane was interested in their services. Steve Rapp advised them that Mediacom is already here, and Joan replied that Comcast has no reason to compete with Mediacom in Timberlane.
- b. Jennifer Alvarez from Surf Broadband canceled her presentation to the board.
- c. Steve Rapp opened the one bid received for snow and ice control for the 2021/2022 season from Midwest Dirt, owner Nate Walton. Motion made by Donna Leone, seconded by Jonathan Lipscomb to approve Midwest Dirt’s bid as received. Vote all ayes, 0 nays, 0 absent.
- d. Motion made by Greg Hills, seconded by Donna Leone to approve R21-294-01 IDOT Resolution for Maintenance. Vote all ayes, 0 nays, 0 absent.
- e. Timberlane’s Estimate for Maintenance costs portion of the 2021 Boone County major resurfacing project was mailed to IDOT 10/12/21.

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
Review three draft ordinances and provide guidance to the board: O20-324-03 Burning ordinance, O20-324-04 Noise ordinance, O20-324-05 Street Parking ordinance	April 2021	Steve Rapp, Trent Ferguson, attorney
Orth Rd box culvert bridge cleanup to be re-bid 2022. Midwest Dirt quoted \$18,941 to clear vegetation restricting waterway. Remove tree debris and add riprap to slumping bank.	May 2021	Trustees, Steve Rapp

- 11. Motion made by Jonathan Lipscomb, seconded by Greg Hills to adjourn at 8:55pm
Vote all ayes, 0 nays, and 0 absent.