



Regular Meeting Minutes – Village of Timberlane -December 20th, 2007

1. Call to order at 7:00pm by President, Steve Rapp for the first time at the newly completed Timberlane Village Hall at 2940 Charleston Ct., Caledonia, IL 61011.
2. Roll call: Present: Steve Rapp, Bob Marner, Ron Stelling, Debbie Marner, Bob Blood, Stacy Kleyn, Dixie Timmerman, Donna Leone, Sylvia Gorman (arrived 7:10pm) and Jonathon Hoover (arrived 7:10pm). There were four guests.
3. Motion made by Bob B and seconded by Dixie to approve November 15th regular meeting minutes. Vote all ayes, 0 nays, and 1 absent (before Jonathon arrived).
4. President's Report:
 - a. No culvert pipe permits were issued this month.
 - b. Steve met with Rich Lundin, Boone County Engineer, to discuss the bridge plans for Orth Rd. If all goes well we should see construction start late spring 2009 and expect to last 4 months. Orth Rd will be closed at the bridge for this time period.
5. Treasurer's Report:
 - a. Motion made by Bob M seconded by Donna to approve the November Treasurer's report. Vote all ayes, 0 nays, and 0 absent.
 - b. Obtained online access to the village bank accounts which makes it easier to balance checkbooks and create treasurers reports and eliminates paper copies.
 - c. Stacy applied for online access with the Social Security Administration to create W2 statements. Since she has been a village treasurer for less than 6 months a letter will be submitted by the board certifying that she can conduct business on behalf of the village as required by their office.
 - d. The following bills were submitted for payment:

Payee	Purpose	Amount	Account	Check #	Date	Invoice	Motion made:	Motion seconded:
Dale Kolbus- Allied Home Mortgage	Furniture for Village Hall	\$1,600.00	Furniture	1925	12/15/2007		Donna	Bob B
ComEd	Street light - 10/30/06 - 11/30/06	\$23.08	Street Lighting	1926	12/15/2007		Donna	Bob B
ComEd - Charleston Ct	9/25/07 - 10/26/07, 10/26/07-11/28/07	\$110.33	Village Hall Utilities	1927	12/15/2007		Donna	Bob B
Don Larson	Legal fees	\$187.50	Legal	1928	12/20/2007		Donna	Bob B
Stephen Rapp	December net pay	\$893.50	Salaries & Wages	1929	12/20/2007		Donna	Bob B
Sylvia Gorman	December net pay	\$446.75	Salaries & Wages	1930	12/20/2007		Donna	Bob B
Stacy Kleyn	December net pay	\$446.75	Salaries & Wages	1931	12/20/2007		Donna	Bob B
Debra Marner	December net pay and November meeting net pay	\$223.37	Salaries & Wages	1932	12/20/2007		Donna	Bob B
Robert Marner	November meeting net pay	\$89.35	Salaries & Wages	1933	12/20/2007		Donna	Bob B
Ron Stelling	November meeting net pay	\$89.35	Salaries & Wages	1934	12/20/2007		Donna	Bob B
Dixie Timmerman	November meeting net pay	\$89.35	Salaries & Wages	1935	12/20/2007		Donna	Bob B
Jon Hoover	November meeting net pay	\$84.35	Salaries & Wages	1936	12/20/2007		Donna	Bob B
Robert Blood	November meeting net pay	\$89.35	Salaries & Wages	1937	12/20/2007		Donna	Bob B
Alpine Bank	Interest payment on Village Hall	\$1,163.46	Interest Payment	1938	12/20/2007		Donna	Bob B
Crimson Valley Landscaping	Snow/Ice removal 12/1/07-12/15/07	\$12,855.74	Roads & Bridges	1939	12/20/2007		Donna	Bob B
McClure Engineering	Const. Review, Plat Review, Prel. Investigation	\$3,520.00	Engineering	1940	12/20/2007	9147	Donna	Bob B
Stephen Rapp	Dell - Laptop Computers	\$1,806.18	Equipment	1941	12/20/2007		Donna	Bob B
Stephen Rapp	Sam's Club - Furniture for village hall	\$421.30	Furniture	1942	12/20/2007		Donna	Bob B
Stephen Rapp	Farm & Fleet - Cleaning supplies	\$67.71	General Supplies	1942	12/20/2007		Donna	Bob B
Stephen Rapp	Pizza for Christmas Party	\$40.00	Contingency	1942	12/20/2007		Donna	Bob B
Robert Marner	Labor for road work - 9.25 hrs @ \$25/hr = \$231.25 gross pay (less \$1.34 error Nov.) Truck use and supplies	\$205.28 \$125.00	Salaries & Wages Roads & Bridges	1943 1943	12/20/2007 12/20/2007		Donna Donna	Bob B Bob B
Ronald Stelling	Labor for road work - 5.5 hrs @ \$25/hr = \$137.50 gross pay (less \$5.33 error Nov.) Truck use and supplies	\$117.52 \$117.90	Salaries & Wages Roads & Bridges	1944 1944	12/20/2007 12/20/2007		Donna Donna	Bob B Bob B
Boone County Motor Fuel Tax Fund	6 1/2 Buckets Salt & Ice Abrasive Mix (12 1/4 Ton) @ \$69.13/Bucket	\$449.35	Roads & Bridges	1036	12/20/2007	MFT	Donna	Bob B
Stephen Rapp	Labor for road work - 6.25 hrs @ \$25/hr = \$156.25 gross pay Truck use and supplies	\$139.60 \$105.00	Salaries & Wages Roads & Bridges	1945 1945	12/20/2007 12/20/2007		Donna Donna	Bob B Bob B
Donna Leone	Logli & Sullivans - cookies for Christmas Party	\$12.50	Contingency	1946	12/20/2007		Donna	Bob B
Debra Marner	Hilander - drinks for Christmas Party	\$12.00	Contingency	1947	12/20/2007		Donna	Bob B

Roll call to pay bills: Ayes: Bob B, Ron, Bob M, Dixie, Jonathon, Donna and 0 nays.

6. Committee Reports

a. Zoning

- i. None

b. Finance

- i. Motion made by Bob M and seconded by Bob B to approve O07-354-01 Tax Levy Ordinance. Vote all ayes, 0 nays, and 0 absent.
- ii. Motion made by Ron and seconded by Donna to approve O07-354-02 Ordinance establishing the 2008 Annual Budget. Vote all ayes, 0 nays, and 0 absent.

c. Roads/Highways/Bridges

- i. The board discussed the snow plowing and ice control work performed by Crimson Valley Landscaping this season.

d. Village Hall

- i. Motion made by Bob M and seconded by Bob B, to purchase the following office furniture for \$2027.42 (email vote taken December 13, 2007). Roll call vote: Ayes: Bob B, Ron, Bob M, Dixie, Jonathon, Donna with 0 nays.

Ten side chairs	\$1000.00 (\$100 for each chair)
Two desk setups	500.00
Two high back chairs	100.00

Allied Home Mortgage **\$1600.00**

Twelve Chairs	\$244.08 (\$20.34 each table)
Two 8' Tables	139.48 (\$69.74 each table)
One 6' Table	43.86

Sam's Club **\$427.42**

- ii. The board agreed to have Ron and Bob M investigate iron removal, soft water and clean drinking water options for the new hall.
- iii. Motion made by Bob M and seconded by Bob B to get one phone line with multiple phones. Vote all ayes, 0 nays, and 0 absent.
- iv. The board approved the requests to utilize the village hall that Steve has received inquiries from an external group and a homeowners association for January 2008 meetings contingent upon obtaining appropriate insurance coverage and occupancy permit. Vote all ayes, 0 nays, and 0 absent.
- v. Donna and Debbie offered to develop agreement forms that external groups would sign in order to utilize the village hall.
- vi. Motion made by Donna, seconded by Ron to approve the next construction draw of \$101,693.57 as follows. Roll call vote: Ayes – Bob B, Ron, Bob M, Dixie, Jonathon, Donna with 0 nays, 0 absent.

ASPHALT	\$17940.00
TIMBER FRAMES & INTERIOR TRIM MAT'L	\$10093.47
INTERIOR DOORS/TRIM MAT'L	\$10611.21
TILE	\$9355.75
MECHANICAL	\$9000.00
PAINTING	\$5220.00
WOODFIELD HOMES	\$4714.90
PLUMBING	\$4492.40
EXTERIOR FINISH	\$3246.00
EXTERIOR DOORS	\$3085.91
COUNTERTOPS/MIRRORS	\$2896.00
FINISH CARPENTRY	\$2645.00
CONCRETE	\$2452.54
PARKING SITE WORK	\$2140.00
GENERAL CONDITIONS	\$2000.00
CABINETS	\$1849.13
BATHROOM PARTITIONS	\$1668.05
FRAMING LABOR	\$1445.00
DRYWALL	\$1289.20
MASONRY	\$1254.50
WELL & SEPTIC	\$1240.20
UTILITIES	\$874.02
ROOFING	\$628.20
INTERIOR HARDWARE	\$624.40
SITE DEBRIS	\$356.63
INTERIOR CLEANING	\$320.00
FRAMING MATERIAL	\$251.06

\$101,693.57

7. New Business

- a. Motion made by Bob M and seconded by Donna to approve R07-354-01 Resolution establishing 2008 Regular Monthly Meetings. Vote all ayes, 0 nays, and 0 absent.
- b. Motion made by Bob B and seconded by Ron to double the labor rate for emergency work performed by the board of trustees. Vote all ayes, 0 nays, and 0 absent.

8. Old Business

- a. None

9. Open Actions from previous meetings:

Open Actions:	Meeting	Contact
Closed meeting minutes	April 2005	Debbie
Review four engineering services quotes.	May 2006	Trustees
Verify if the village has an ordinance for impact fees to be collected and reserved for roads and bridges	July 2006	Steve Debbie
Impact fees will be updated into an ordinance in order to adopt Boone County's April 2006 impact fee structure	April 2007	Board

<i>Open Actions On Hold:</i>	<i>Meeting</i>	<i>Contact</i>
<i>Adopting the "International Fire Code". This pertains to building codes and only affects future building. Our building inspector would enforce this. Steve has contacted Jeff Stalker / Don Larson.</i>	<i>Aug 2005</i>	<i>Steve</i>

10. Motion made by Bob B and seconded by Donna to adjourn at 10:01 pm. Vote all ayes, 0 nays, and 0 absent.