



## Regular Meeting Minutes – Village of Timberlane – February 16th, 2006

1. Call to order at 7:14pm by President, Steve Rapp. The meeting started late due to frozen locks at the Boone Lake Clubhouse.
2. Roll call: Steve Rapp, Sylvia Gorman, Bob Marner, Ron Stelling, Debbie Marner, Dixie Timmerman and Bob Blood were present. Donna Leone was absent. There were seven guests.
  - a. Motion made by Ron, seconded by Bob B. and vote all ayes, to approve 1/19/06 Regular Meeting minutes.
3. President's Report
  - a. No culvert pipe permits were issued this month.
  - b. February Mayor's meeting was about implementing a storm water management plan to help protect the Boone County water table.
  - c. Received a check from Bluewater Development LLC for \$38,875.00 for re-zoning fees and plat map changes.
  - d. Weight limits on roads were lifted during warm weather weeks. Steve gave permission to Rockford Ready Mix on occasion to come in.
  - e. Steve helped develop the first plat addresses for Newbury Place which was needed this month for emergency management preparedness with Boone County agencies.
  - f. Steve received new information from the Rockford Regional Health Council – 2006 legislative program on municipal codes to curb second hand tobacco smoke. Making all public land smoke free within the village was discussed. Steve will check into this further.
  - g. The developer of Caledonia Crossings approached Steve about annexing with Timberlane Village and about becoming involved in their development. The board discussed and decided not to pursue this.
4. Treasurer's Report
  - a. Motion made by Ron and seconded by Bob B to approve 1/19/06 Treasurer's report. Vote all ayes, 0 nays and Donna absent.
  - b. Received Warranty Deed from Eric Lindberg for lots 3 and 25 in Newbury Place. The deed is dated 1/3/06 and was recorded with the Boone County Clerk and Recorder 1/4/06. Lot 3 is in the commercial section. Lot 25 is the park area.
  - c. Called Don Larson and about legal implications of owning property. Sylvia faxed Don the Warranty Deed and he'll take care of making sure the Assessor knows this is Municipal property so we don't have to pay property taxes on it.
  - d. Called Pat Fowler about the accounting required for the new property. Pat suggested creating a Fixed Asset – Donated Capital account and putting the fair market value of those lots in that account. The monthly journal will show a credit for the fair market value amount to Other Income. If we later deed the park area to the Conservation District we would remove the Fixed Asset and charge it to Donations.
  - e. Sylvia mistakenly credited \$1012.40 of 2005 Prime Fund interest for Impact Fees to Tort/Liability in the December 2005 report. Normally she would make a correction in the next month, but since this was the last report of the year she

amended December's reports instead. The changes are marked in red. The total funds remain the same; the only differences are in the interest earned and final balances for the tort/liability account and the impact fee account. Motion was made by Bob M and seconded by Ron to approve the corrections stated above. Roll call vote: Ayes – Ron, Bob M, Donna, Dixie, Bob B., 0 nays, 1 absent.

- f. Boone County Treasurer will send us \$1974 for Impact Fees from Aberdeen Knolls for 3 lots sold in the last half of 2005 the second week of March.
- g. Billed BlueWater Development, LLC for zoning fees for Newbury Place. Fee is \$38,875.00 for Zoning Change Request (221 acres), 2 Plat Reviews (132 lots).
- h. Ron Lewandowski was removed from the Village Bond and Ron Stelling was added so we will add Ron S. to the list of authorized signers for the Illinois Fund accounts at the 2/16/06 meeting.
- i. We received a bill from Brent Walker for \$4417.00 for Public Official's Insurance. The price has increased from \$3565 last year because of the 214% increase in population. This insurance is with Darwin Select because the company who previously insured us no longer offers this type of coverage. Sylvia would like the Board to approve payment of this bill subject to Don Larson approving the endorsement.
- j. Sylvia's taking a class on web design with the goal of redesigning the Village website to make it more dynamic and easy to maintain. She would like permission to purchase Macromedia Studio 8, which is a package used to build websites. It contains an HTML generator (Dreamweaver) and a graphics package (Fireworks). The total cost is under \$325. Motion made by Bob M, and seconded by Dixie to approve the software purchase not to exceed \$325.00. Roll call vote: Ayes – Ron, Bob M, Donna, Dixie, Bob B., 0 nays, Donna absent.

k. The following bills were submitted for payment:

Payee	Purpose	Amount	Check #	Date	Motion made:	Motion Seconded:
ComEd	Street light - 1/4/06-2/2/06	\$20.55	1539	2/11/2006	Bob B.	Bob M.
Independent Inspections	January 2006 permits	\$1,489.70	1540	2/16/2006	Bob B.	Bob M.
Municipal Maintenance	Plowing/Ice Control - January 2006	\$1,672.50	1541	2/16/2006	Bob B.	Bob M.
Stephen Rapp	Reimburse fax bills Dec 2005, Jan 2006	\$34.18	1542	2/16/2006	Bob B.	Bob M.
Ron Stelling	Labor for road work 2hrs @ \$20/hr = \$40.00 gross, \$35.74 net	\$35.74	1543	2/16/2006	Bob B.	Bob M.
Bob Marner	Labor for road work 4hrs @ \$20/hr = \$80.00 gross, \$71.48 net	\$71.48	1544	2/16/2006	Bob B.	Bob M.
CES	Zoning maps	\$2,000.00	1545	2/16/2006	Bob B.	Bob M.
Stephen Rapp	February 2006 pay	\$893.50	1546	2/16/2006	Bob B.	Bob M.
Sylvia Gorman	February 2006 pay	\$446.75	1547	2/16/2006	Bob B.	Bob M.
Debra Marner	February 2006 pay - 1 meeting	\$223.37	1548	2/16/2006	Bob B.	Bob M.
Robert Marner	February 2006 pay - 1 meeting	\$44.67	1549	2/16/2006	Bob B.	Bob M.
Ronald Stelling	February 2006 pay - 1 meeting	\$89.35	1550	2/16/2006	Bob B.	Bob M.
Dixie Timmerman	February 2006 pay - 1 meeting	\$89.35	1551	2/16/2006	Bob B.	Bob M.
Robert Blood	February 2006 pay - 1 meeting	\$44.67	1552	2/16/2006	Bob B.	Bob M.
BlueWater LLC	Purchase Lot 3 and Lot 25 in New	\$1.00	1553	2/16/2006	Bob B.	Bob M.
Brent Walker Agency- Darwin Select Insurance Co.	Public Official's Insurance Policy	\$4,417.00	1554	2/27/2006	Bob B.	Bob M.

Roll call to pay bills: Ayes – Ron S, Bob M, Donna, Dixie, Bob B., 0 nays, Donna absent.

5. Committee Reports
  - a. Zoning
    - i. Civil Engineering Services (CES) sent in its latest zoning map for the board's review. Changes were made from our January request. However, the board would like to add a reference box to Boone County in the corner. Motion made by Bob M and seconded by Ron to approve this map subject to the change mentioned above and to make a public notice from the 6-month requirement. Vote all ayes, 0 nays and Donna absent.
  - b. Finance
    - i. Preparation for the village's annual financial audit is underway.
  - c. Roads/Highways
    - i. Bob M and Ron repaired the damage to the seeded area on Reginald Dr.
    - ii. Ron is working with the village's new snow plowing contractor to improve service.
    - iii. Bob M read the contract from Clarke Mosquito Control. For 2006 we were quoted \$8,620.00 and the board decided to table discussion for the next meeting.
    - iv. Dixie took the action to call Susan Siek about a border agreement with the Village of Caledonia.
6. Old Business
  - a. Wes Lindberg gave the board an update with a poster drawing showing the architectural style of four commercial buildings. Wes gave Steve concept drawings of similar village and town halls and general discussion on how other areas have financed their town hall buildings.
  - b. It was noted that the village would apply for a grant for park play equipment when the time came.
  - c. Jeff Leeson from Woodfield Homes described in detail the 4,800 sq. foot (2000 sq. ft. for an open area) proposed village hall would look like. Both developers believe a village hall could become the focal point for the other four commercial buildings. General funding methods for a hall were discussed. Motion made by Bob M and seconded by Ron to research what it would cost to finance, build, furnish, and maintain a new village hall. Vote all ayes, 0 nays and Donna absent. Steve and Sylvia will begin the inquiries.
  - d. Marvin Keyes from Heatherfield Estates on Caledonia Rd presented his final plat map for the board's review and approval. The board had already approved a preliminary plat map subject to the village engineer, Pat Stewart's approval. The board will continue reviewing the map.
7. New Business
  - a. Resident Jeff Faurie presented the board with 60 signed petitions requesting the installation of a street light at the corner of Country Meadow Lane and Caledonia Rd. He would like a pole light similar to the other intersection light in the village on Caledonia Rd. It was suggested

that this topic is on the March agenda for review. Bob M will check with Dan Kane from BCCD on lighting preferences.

- b. Steve received a letter from the law office of Reno and Zahm asking that Ted and Joan Sherman's property be subdivided into the Sherman Subdivision. It is currently zoned agricultural with 3.731 acres and is asking to rezone into two residential lots instead. A preliminary plat map from Stan Stewart was enclosed for review. Motion made by Ron and seconded by Bob M. to disapprove the plat map because the lot lines, lot size, and zoning does not meet the village's zoning requirements adopted on August 15, 2005. Vote all ayes, 0 nays and Donna absent. Don Larson will send a letter to the law office. We will discuss with Don Larson the proper procedure for re-zoning requests.

8. Open Actions from previous meetings:

<b>Open Actions:</b>	<b>Meeting</b>	<b>Contact</b>
Contact the IL State's attorney's office to understand the risks of keeping Village records at a board members home. Individual homeowners insurance may not cover these records	April 2005	Debbie
Closed meeting minutes to review pending research.	April 2005	Debbie
Create a "scope of work" document for village contractors	April 2005	Bob M.
N. Boone Fire District # 3 is asking us to adopt the International Fire Code at our next meeting. They're asking everyone they support to adopt this code. This pertains to building codes, not to burning. This only affects future building. Our building inspector would enforce this.	Aug 2005	Steve
Paperwork to be completed to request bi-annual bridge inspections that are due in 2006	Nov 2005	Debbie
Chris Youssi developers sent a letter asking for the village to accept the maintenance of roads and ditches at Prairie Meadow Plats 1 and 2. This issue is currently with Don Larson. Village board requests a 100% inspection by McClure Engineering prior to acceptance	Nov 2005	Steve

- 9. Motion by Ron, seconded by Bob B to adjourn at 10:20pm. Vote all ayes.