



Regular Meeting Minutes – Village of Timberlane – October 16th, 2025

1. Call to order at 7:01pm by Steve Rapp, President at Timberlane Village Hall at 2940 Charleston Ct., Caledonia, IL 61011.
2. Roll call: Present: Steve Rapp, Stacy Kleyn, Debbie Marner, Greg Hills, Darcy Hills, Rick DeSimone, Paul Loner. Absent: Donna Leone.
3. There was one guest.
4. Motion made by Darcy Hills, seconded by Paul Loner to approve September 18th, 2025, regular meeting minutes subject to changing Item 5 to Paul Loner not Leone. 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 Greg Hills, seconded by Paul Loner to approve the September 2025 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. The following bills were submitted for October 2025 payment. Motion made by Paul Loner seconded by Darcy Hills to approve bills. Roll call vote: Ayes: Greg Hills, Paul Loner, Darcy Hills, Rick DeSimone, Nay: 0 Absent: Donna Leone

Date	Num	Payee	Payment	Motion Made:	Motion Seconded:
10/06/2025		IL Department of Revenue	\$ 115.22	Paul L	Darcy H
10/16/2025	3492	Gregory S. Hills	\$ 159.51	Paul L	Darcy H
10/16/2025	3493	Stacy M Kleyn	\$ 479.03	Paul L	Darcy H
10/16/2025	3494	Donna M. Leone	\$ 87.40	Paul L	Darcy H
10/16/2025	3495	Paul D. Loner	\$ 87.40	Paul L	Darcy H
10/16/2025	3496	Debra K. Marner	\$ 218.49	Paul L	Darcy H
10/16/2025	3497	Stephen M. Rapp	\$ 799.00	Paul L	Darcy H
10/16/2025	3498	Hi Viz Inc.	\$ 115.00	Paul L	Darcy H
10/16/2025	3500	IML Risk Management Association	\$ 150.00	Paul L	Darcy H
10/16/2025	3502	B & F Construction Code Services, Inc.	\$ 3,673.44	Paul L	Darcy H
10/16/2025		IRS	\$ 1,304.09	Paul L	Darcy H
10/16/2025	3503	Boone County Journal	\$ 72.00	Paul L	Darcy H
10/16/2025	3504	Debra K. Marner	\$ 66.00	Paul L	Darcy H
10/16/2025	3501	Nico's Landscaping	\$ 11,915.00	Paul L	Darcy H
10/16/2025	3500	IML Risk Management Association	\$ 6,271.65	Paul L	Darcy H
		Total General Funds	\$ 25,513.23		

7. Committee Reports
 - a. Finance
 - i. Stacy Kleyn gained access to the EFTPS system in order to make payments for federal quarterly payroll taxes online.
 - ii. The board of Trustees reviewed the proposed 2026 Tax Levy and 2026 Budget. Stacy will make changes for next month’s review and approval.
 - b. Planning and Zoning

- i. Steve Rapp could not attend the Comprehensive Plan hearing on October 7th provided by the Boone County Regional Planning Committee.
 - ii. No update from B & F Code Construction concerning the update of village building codes.
 - iii. Steve Rapp stated that RAMP's R1 Housing Planning offers to help for a fee concerning the minimum requirements of IHDA's Fair Housing Policy Section 25 of AHPAA.
 - iv. Melbri Hope Ventures, LLC submitted a Planned Unit Development (PUD) in accordance with the guidance of the Village of Timberlane Zoning Ordinance O25-079-01 for the property located at 10568 Caledonia Road (Schumacher property). The document interpreted what a PUD is, why they desire a PUD and how to successfully implement it. Steve Rapp will contact Kevin Bunge, CES for guidance to support the board of trustees. Currently the property is not zoned for storage units, trailers, or commercial vehicles.
- c. Roads/Highways/Bridges
- i. Snow and ice bid letting package was opened and reviewed. Motion made by Greg Hills, seconded by Paul Loner to approve Midwest Dirt's 2025-2026 bid for snow and ice control as received. Vote all ayes, 0 nays, and 1 absent.
 - ii. No update on the repairs for bridge # 004-6000 on Orth Road over Beaver Creek. Steve Rapp requested a quote from Grant Sjostrom to provide quotes for structural concrete repair/maintenance on a time/material basis.
 - iii. Nico's Landscaping has completed all the roadside edge grass reseeding projects for Heatherfield Estates, Timberlane subdivision and Wood Acres. Also bridges on Orth and Dawson Lake roads were cleared of shrub/tree vegetation this month.
 - iv. Steve Rapp submitted the Com Edison streetlight request for the corner of south entrance of Country Meadow and Caledonia roads. He stated that Timberlane will pay the monthly ComEd bill. No installation date.
- d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran in Timberlane
- i. None.

8. Old Business

- a. Attracting local candidates for open positions may be combined with a new village website, Timberlane's 30th year anniversary (Nov 2025) and a postcard mailing.
- b. Greg Hills simplified information on the draft village website created by Diane's Website Design. Darcy and Greg Hills will perform testing in the near future.

- c. Trent Ferguson, village attorney stated that he has seen both a referendum or just contract bidding concerning the RF Proposal for a single garbage hauler. At a minimum he stated this does have to go out for bid letting.

9. New Business

- a. Guest Deondri Manalli from Surf Broadband spoke on their fiber optic internet service offerings, permitting and installation processes within Boone County. She added that Timberlane would be contingent upon the Poplar Grove permitting. Installations were made in the NBSD and near completion in Capron. Expect a 4-month installation. Pricing and speed were reviewed by the trustees. Surf Broadband visited 2 years ago.
- b. Motion made by Paul Loner, seconded by Darcy Hills to allow for Surf Broadband’s internet pre-engineering discovery phase to proceed with Kevin Bunge, CES. Vote all ayes, 0 nays, and 1 absent.
- c. The Intergovernmental Agreement for Boone County Animal Services fees beyond IL statute requirements was reviewed by the board of trustees. Steve Rapp offered to ask Becky Tobin their questions and concerns.
- d. A ComEdison letter was received asking residents to clear snow away from electric boxes near their residence. The letter may be added to the new website.
- e. Timberlane received a letter from IDOT District 2 Local Roads & Streets requesting to verify (the use of & amount of interest earned on) Motor Fuel Tax Funds by local public agencies. The audit requests paper copies of MFT financial banking records and MFT agreements from 2012 - 2024 years. Mailing no later than 45 days after receipt.
- f. Land development interest by Cenergy (Solar) Power visit has moved to November agenda. Steve Rapp forwarded the Cenergy documents to board of trustees for review.
- g. Kevin Bunge, CES, is currently waiting for Frontier’s response back from their review of Frontier’s fiber optic request for right of way (ROW) permit.

Open Actions:	Meeting	Contact
Revision of Timberlane By-laws to include electronic attendanc	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 two draft ordinances and provide guidance to the board: O20-324-04 Noise ordinance, O20-324-05 Street Parking ordinance	April 2021	Steve Rapp, Trent Ferguson, attorney

New Ordinance stating the surface of driveways within the easement shall match the roadway surface type that it intersects (Krohn)	Oct 2021	Steve Rapp, Trent Ferguson
IL EPA storm water waiver in progress.	2021	Steve Rapp, CES
Revise Timberlane's 2012 Comprehensive Plan	Jan 2023	Full board
Determine the legal use of the cannabis tax income	Jan 2024	Steve Rapp
Repairs for bridge # 004-6000 on Orth Road over Beaver Creek request the scope of work, request bridge contractor quotes for structural concrete repair/maintenance on a time/material basis.	2024	Steve Rapp Justin Krohn
Ensure Timberlane meets the minimum requirements of IHDA's Fair Housing Policy Section 25 of AHPAA.	2025	Steve Rapp, Trent Ferguson
Orth Road impact fees account from Aberdeen Knoll	2025	Steve Rapp, Trent Ferguson

- i. Motion made by Paul Loner, seconded by Greg Hills to adjourn at 8:44pm Vote all ayes, 0 nays, and 1 absent.