



Regular Meeting Minutes – Village of Timberlane - October 18th, 2007

1. Call to order at 7:00pm by President, Steve Rapp at the Boone Lake Clubhouse.
2. Roll call: Present: Steve Rapp, Bob Marner, Ron Stelling, Debbie Marner, Bob Blood, Dixie Timmerman and Donna Leone. Sylvia Gorman and Jonathon Hoover were absent. There were seven guests.
3. Motion made by Bob B and seconded by Bob M to approve September 20th regular meeting minutes. Vote all ayes, 0 nays, and 1 absent.
4. President's Report:
 - a. No culvert pipe permits were issued this month.
 - b. The IDNR rejected the village's request for a grant for playground equipment for a new village park.
 - c. Received letter from a Poplar Grove resident concerned about the intersection of Orth Rd. and Route 76. Steve sent a letter discussing options from Rich Lundin and Duane Wirth.
 - d. Steve attended the Boone County Showcase event that focused on commercial and industrial development followed by a golf outing.
 - e. Steve will correct an error in the most recent plat addresses for Newbury Plat II and send the information to the assessor's office, post office and emergency services.
 - f. Steve is discussing options for a satellite sub station for the Boone County sheriff's department use. A representative from the sheriff's department may attend a village meeting to review options with the board.
5. Treasurer's Report:
 - a. Motion made by Donna seconded by Ron to approve September's Treasurer's report. Vote all ayes, 0 nays, and 1 absent.
 - a. Received the Fiscal Responsibility Report Card from the Office of the Comptroller. Stacy reviewed this with Sylvia to see if there were any errors. The population was incorrect. Stacy called the Local Government Assistance Hotline and they said to write the corrections on the report and fax it back to them which she did. The office said that they will then send an updated copy of the report card.
 - b. Completed the quarterly payroll tax forms for the federal and state taxes.
 - c. Sylvia and Stacy went to US Bank to remove her name from the village safety box and add mine. They won't remove her name from the box; we have to close the current box and open a new box. Also they wouldn't add Stacy to the current box unless we fill out another contract. Our current box needs to be renewed in November. Since we have to open a new box anyway Stacy looked into the possibility of opening one in Belvidere which would be more convenient.
 - d. Submitted the IMLRMA 3rd Quarter Man-Hour Report.

e. The following bills were submitted for payment:

Payee	Purpose	Amount	Check #	Date	Invoice	Motion made:	Motion seconded:
ComEd	Street light - 8/30/07-10/1/07	\$23.63	1882	10/14/2007		Ron	Bob B
Illinois Department of Revenue	3rd Q07 payroll taxes - IL withholding	\$239.03	1883	10/18/2007	10/31/2007	Ron	Bob B
IRS	3rd Q07 payroll taxes - FICA and Medicare - Employee Contribution	\$614.59	1884	10/18/2007	10/31/2007	Ron	Bob B
	3rd Q07 payroll taxes - FICA and Medicare - Employer Contribution	\$609.59				Ron	Bob B
Robert Marner	Labor for road work	\$33.51				Ron	Bob B
	Truck use	\$30.00	1885	10/18/2007		Ron	Bob B
	Labor for road work	\$44.68				Ron	Bob B
Ron Stelling	Truck use	\$20.00	1886	10/18/2007		Ron	Bob B
Stephen Rapp	October net salary	\$893.50	1887	10/18/2007		Ron	Bob B
Stacy Kleyn	Postage Stamps	\$41.00	1888	10/18/2007		Ron	Bob B
Stacy Kleyn	September and October net salary	\$893.50	1889	10/18/2007		Ron	Bob B
	October net salary and September meeting net pay	\$223.37	1890	10/18/2007		Ron	Bob B
Bob Marner	September meeting net pay	\$89.35	1891	10/18/2007		Ron	Bob B
Ron Stelling	September meeting net pay	\$89.35	1892	10/18/2007		Ron	Bob B
Bob Blood	September meeting net pay	\$89.35	1893	10/18/2007		Ron	Bob B
Jon Hoover	September meeting net pay	\$84.35	1894	10/18/2007		Ron	Bob B
Dixie Timmerman	September meeting net pay	\$89.35	1895	10/18/2007		Ron	Bob B
Sylvia Gorman	October net salary	\$446.75	1896	10/18/2007		Ron	Bob B
Alpine Bank	Interest payment on Village Hall	\$813.97	1897	10/18/2007		Ron	Bob B
Bonnell Industries Inc.	Street Signs	\$213.92	1898	10/18/2007	105094-IN	Ron	Bob B
Independent Inspections	September 2007 Permits	\$2,541.40	1899	10/18/2007	300351	Ron	Bob B
Clarke Mosquito Control	Mosquitomist Truck	\$755.00	1900	10/18/2007	6316893	Ron	Bob B
Rockford Register Star	Snow Plow Bid Letting Notice	\$268.81	1901	10/18/2007	102050R00	Ron	Bob B
Municipal Maintenance, Inc.	Repair Dawson Lake Road	\$9,000.00	1902	10/18/2007	40565	Ron	Bob B
IMLRMA	Insurance Policy - 12/18/07 - 12/31/07	\$148.00	1903	10/18/2007		Ron	Bob B
IMLRMA	Insurance Policy - 12/31/07 - 12/31/08	\$4,215.96	1903	10/18/2007		Ron	Bob B
Woodfield Builders	Draw on construction loan - this month	\$57,184.76				Ron	Bob B

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

6. Committee Reports

a. Zoning

- i. Realtor Chuck Romano and Jeremy Huntsman from R.K. Johnson requested rezoning of Lot 8 on Reginald Dr. The village received a check for rezoning. The board reviewed the list of development issues being addressed by the developers, engineers, and the village board. The board reviewed responses from the Boone County Soil and Water and McClure Engineering.
- ii. Motion made by Ron, seconded by Bob B. to schedule a re-zoning hearing at 6:30pm (30min earlier) on November 15th and begin the regular board meeting at 7:00pm. Notice to the public and adjacent property owners will be done. Vote all ayes, 1 absent and 0 nays.

b. Finance

- i. None.

c. Roads/Highways/Bridges

- i. Bid letting for snow plowing and ice control ends Nov. 14th allowing the board to choose a final bidder at the November regular meeting.
- ii. Ron offered to contact Heatherfield Estates on the proper street signage per the development's request.
- iii. The board decided to place the Dawson Lake Rd borings on hold.
- iv. The board will ask Sylvia to post information on the website concerning snow plowing and the need for residents to add reflectors onto brick mail boxes for snowplow visibility.

- d. Village Hall
 - i. The board decided to wait until spring 2008 for grading and grass seeding.
 - ii. The board decided to take no action concerning installation of two signs near the cupola.
 - iii. Motion made by Bob M, seconded by Ron to add a cement side walk and pad on the north side of the building not to exceed \$1800.00. Roll call: Ayes – Bob B, Ron, Bob M, Donna, Dixie with 0 nays and Jonathon absent.
 - iv. Steve, Donna and Stacy will meet at the village hall to select paint colors and finishing items.
 - v. Motion made by Bob M, seconded by Ron to approve the next construction draw of \$57,184.76 as follows. Roll call vote: Ayes – Bob B, Ron, Bob M, Donna, Dixie with 0 nays and Jonathon absent.

COMFORT ZONE	\$16,574.40
EASTSIDER'S	\$15,300.00
BULL WELL DRILLING, INC.	\$7,831.80
WOODFIELD PROJECT MGMT	\$7,000.00
B & K CONCRETE	\$3,402.00
ROCK VALLEY GLASS	\$3,015.00
PACKARD EXCAVATING	\$1,719.00
KITZMANS	\$946.02
TERRACON	\$750.00
ROCKFORD TRANSPORT	\$317.54
ROCKFORD ORNAMENTAL IRON	\$265.00
NTI PORTABLE TOILETS	\$64.00
	\$57,184.76

7. New Business

- a. Motion made by Bob M, seconded by Donna to approve the Verizon Urban Street and Alleys Work Permit that will grant permission to construct, operate and maintain buried telephone lines on or over Dawson Lake and Caledonia Rds. Vote: 4 ayes, 1 nay and 1 absent.
- b. Received an email from the daughter of a resident on Orth Rd. with 10 acres who is interested in building a new home on the back half of the property. Steve advised resident on the proper re-zoning process.
- c. Representatives from the Hidden Grove Homeowners Association presented signed petitions requesting a streetlight at Orth Rd. and Arrowwood Lane. No charges to install and connect a light from Com Edison are expected. Motion made by Bob M. seconded by Ron to approve the streetlight and for the village to pay its monthly bill. Vote all ayes, 0 nays, and 1 absent. Steve will contact Com Edison to begin installation.
- d. Village attorney Don Larson introduced attorney Nathan Noble to the board who has taken over Don's law practice in Belvidere. Don plans on retiring March 2008. Motion made by Donna, seconded by Bob M to retain Nathan

Noble as Timberlane Village’s attorney. Steve plans on meeting with both Don and Nate on a regular basis.

e. Donna recommended the village use a guest sign in sheet beginning Nov.

8. Old Business

a. Motion made y Bob M, seconded by Donna to purchase two laptop computers for the Treasurer and Clerk positions not to exceed \$1600.00. Roll call vote: Ayes – Bob B, Ron, Bob M, Donna, Dixie with 0 nays and Jonathon absent.

b. Motion made by Bob M, seconded by Donna to approve ordinance O07-290-1 Franchise Ordinance for Commonwealth service. Vote all ayes, 0 nays and 1 absent.

c. Guest Dave Sliktas offered his services as an independent consultant for local government planning and economic development manager. Motion made by bob B, seconded by Donna to retain Dave Sliktas as a planning advisor on an as needed basis. Vote all ayes, 0 nays and 1 absent. He will provide a fee schedule and project cost estimates prior to work being performed. First priority is to create a zoning change and subdivision development guideline.

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
Open Actions On Hold:	Meeting	Contact
<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>	Aug 2005	Steve
<i>Smoke free ordinance.</i>	Mar 2006	Steve

10. Motion made by Donna and seconded by Dixie to adjourn at 10:03 pm. Vote all ayes, 0 nays, and 1 absent.