



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

1. Call to order at 7:01pm by President, Steve Rapp at the Boone Lake Clubhouse.
2. Roll call: Present: Steve Rapp, Bob Marner, Ron Stelling, Debbie Marner, Bob Blood, Jonathon Hoover, Dixie Timmerman (arrived 7:08pm), and Sylvia Gorman (arrived 7:20pm). Donna Leone was absent. There were two guests.
3. Motion made by Bob B and seconded by Jonathon to approve August 16th regular meeting minutes. Vote all ayes, 0 nays, and 1 absent.
4. President's Report:
 - a. Two culvert pipe permits were issued this month.
 - b. Steve and Bob M will meet with Susan Siek, president of Village of Caledonia, on 9/24 to answer questions to help finalize a boundary agreement with Caledonia.
 - c. Steve received Don Larson's approval to send a letter to the resident that could aid in removing a telephone tax on a cell phone.
 - d. Both the president and the clerk names were given as main contacts to the local US Census Bureau.
5. Treasurer's Report:
 - a. Motion made by Ron seconded by Dixie to approve July 19th Treasurer's report. Vote all ayes, 0 nays, 1 absent.
 - b. Motion made by Bob M seconded by Ron to approve the August 16th (current) Treasurer's report. Vote all ayes, 0 nays, 1 absent.
 - a. With recommendations from Sylvia, a motion was made by Bob M seconded by Bob B to appoint Stacy Kleyn as Village of Timberlane's Associate Treasurer. Vote all ayes, 0 nays, 1 absent. Stacy will be sworn in during October's regular meeting pending IMLRMA bonding approvals.
 - b. Motion made by Bob M seconded by Ron to establish the associate treasurer's payroll starting with September to be paid at the October regular meeting.
 - c. Sylvia filed the 2006 Annual Financial Report with the County Clerk.
 - d. Sent email to Jon Mensching in response to his email about taxes and zip codes. Asked if he had any info on how to add our name to the Post Office's database for the zip codes our residents have.
 - e. Sent back the IMLRMA renewal forms. Since Woodfield has Builder's Risk insurance we don't need any additional insurance until the Village Hall is complete.
 - f. Sylvia discussed the proposed Tax Levy/Budget schedule for 2008.
 - g. Sylvia tendered her resignation effective October 1, 2007. That will give her time to clean up some files, do the IDOT audit and turn things over to Stacy. She can be still help with the Tax Levy and Budget and other items as needed
 - h. Sylvia has the Illinois Funds forms to change the contact info and authorized signatures.
 - i. The following bills were submitted for payment:

Payee	Purpose	Amount	Check	Date	Invoice	Motion Made	Motion seconded
ComEd	Street light - 8/1/07-8/30/07	\$22.93	1866	9/14/2007		Bob B	Ron
Sylvia Gorman	Reimburse for one year domain name and web site hosting - \$7.95/month	\$95.40	1867	9/20/2007	LP-198207-A-2	Bob B	Ron
	Fax bills - May thru August 2007	\$89.66				Bob B	Ron
	Labor for road work	\$67.01				Bob B	Ron
Stephen Rapp	Truck use	\$40.00	1868	9/20/2007		Bob B	Ron
	Labor for road work	\$156.36				Bob B	Ron
Robert Marner	Truck use	\$90.00	1869	9/20/2007		Bob B	Ron
	Labor for road work	\$145.19				Bob B	Ron
Ron Stelling	Truck use	\$60.00	1870	9/20/2007		Bob B	Ron
Stephen Rapp	September net salary	\$893.50	1871	9/20/2007		Bob B	Ron
Sylvia Gorman	September net salary	\$446.75	1872	9/20/2007		Bob B	Ron
Debra Marner	September net salary and August meeting	\$223.37	1873	9/20/2007		Bob B	Ron
Bob Marner	August meeting net pay	\$89.35	1874	9/20/2007		Bob B	Ron
Ron Stelling	August meeting net pay	\$89.35	1875	9/20/2007		Bob B	Ron
Dixie Timmerman	August meeting net pay	\$89.35	1876	9/20/2007		Bob B	Ron
Bob Blood	August meeting net pay	\$89.35	1877	9/20/2007		Bob B	Ron
Donna Leone	August meeting net pay	\$89.35	1878	9/20/2007		Bob B	Ron
Alpine Bank	Interest payment on Village Hall	\$589.32	1879	9/20/2007		Bob B	Ron
Belvidere Area Chamber	Village Dues for one year	\$150.00	1880	9/20/2007		Bob B	Ron
Ron Stelling	Road work supplies	\$44.02	1881	9/20/2007		Bob B	Ron
Woodfield Builders	Draw on construction loan - this month	\$60,775.79				Bob B	Ron

Roll call to pay bills: Ayes – Bob B, Ron, Bob M, Jonathon, Dixie, 0 nays, 1 absent.

6. Committee Reports

a. Zoning

- i. Chuck Romano presented revised plat maps for Lot 8 on Reginald Dr. The changes involved having one drive onto Reginald Dr., one drive onto Dawson Lake Rd., and drainage and storm water retention easements. Plat maps are pending review from the IDNR and Boone County Soil and Water District.
- ii. Chuck Romano requests a letter be sent from the board stating what actions the board requests from all parties involved in this re-zoning issue to R.K. Johnson and Assoc.
- iii. When all information becomes available the board will schedule a re-zoning hearing and notify adjacent property owners.

b. Finance

- i. None.

c. Roads/Highways/Bridges

- i. Bid letting continues for pavement borings on Dawson Lake Rd. This boring must be done in order to obtain state funds for road reconstruction. Steve will have Rich Lundine review the situation.
- ii. Steve will have Don Larson prepare bid letting for village snow plowing and will be published in local papers.
- iii. Motion made by Bob M and seconded by Dixie to approve Crimson Valley landscaping not to exceed \$4,620.00 for ditchwork and culvert cleanup at Arboretum and Prairie Lane Rds. Adjacent residents will be notified. Roll call vote: Ayes – Bob B, Ron, Bob M, Jonathon, Dixie with 0 nays and 1 absent.
- iv. Motion made by Bob M seconded by Dixie to approve Harris Trucking and Excavating \$1216.00 plus approximately \$800.00 (cost of culvert and band) for work on Reginald Dr. to remove and replacing

culvert. Roll call vote: Ayes – Bob B, Ron, Bob M, Jonathon, Dixie with 0 nays and 1 absent.

- v. A resident on Country Meadow Lane contacted the village concerning water in their basement and a culvert that appears to be filled in. No action was taken as this issue resides with Youssi's development.
- vi. Steve will work with Don Larson o send letters to developers concerning acceptance of subdivision roads.
- vii. Steve offered to meet with CES Engineering to discuss subdivision road concerns.

d. Village Hall

- i. Dean Brewer form Commonwealth Edison wrote that free electric service would be provided if the village adopted an ordinance approving a franchise agreement. The board will review a draft agreement and ordinance.
- ii. The board finalized the interior door options.
- iii. Motion made by Ron and seconded by Dixie to cap the bottom of the false beams and to cover any gaps in the wood on the false beams in the large room. Vote all ayes, 0 nays, 1 absent.
- iv. The board decided to add exterior motion detection lights next to exterior doors instead of wiring in an alarm system.
- v. Landscaping can begin as soon as the first week in October.
- vi. The board agreed to follow the Newbury entrance sign look for any exterior village hall signs.
- vii. The board will review the kitchen's serving size window and let Jeff Leesom know if anything needs to change.
- viii. Motion made by Bob M, seconded by Ron to approve the next construction draw of \$60,775.79 as follows. Roll call: Ayes – Bob B, Ron, Bob M, Jonathon, Dixie with 0 nays and 1 absent.

KITZMANS	\$19,207.10
ELECTRICAL SYSTEMS OF RKFD	\$13,500.00
BOS AND SONS	\$13,000.50
WOODFIELD PROJECT MGMT	\$7,000.00
D&L PLUMBING	\$5,270.40
GRACEFFA UTILITY SERVICE	\$1,980.00
ROCKFORD TRANSPORT	\$309.08
HERITAGE CARPENTRY	\$250.00
KITZMANS	\$194.71
NTI PORTABLE TOILETS	\$64.00

\$60,775.79

7. New Business

- a. Motion made by Bob M seconded by Bob B to allow Dave Sliktas, former Boone County planner to provide information concerning the process of rezoning, annexation and development of a village. Vote all ayes, 0 nays, 1 absent to add Mr. Sliktas to a future agenda.

8. Old Business

- a. Motion made by Ron and seconded by Bob B to approve ordinance O07-263-1 to add Weight Restrictions on Orth and Dawson Lake Rds. Vote all ayes, 0 nays, 1 absent.

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>	<i>Aug 2005</i>	<i>Steve</i>
<i>Smoke free ordinance.</i>	<i>Mar 2006</i>	<i>Steve</i>

- 10. Motion made by Bob B and seconded by Jonathon to adjourn at 10:05 pm. Vote all ayes, 0 nays, and 1 absent.