



Regular Meeting Minutes – Village of Timberlane – January 15th, 2026

1. Call to order at 7:00pm 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 were no guests.
4. Motion made by Greg Hills, seconded by Paul Loner to approve December 18th, 2025, regular meeting minutes. Vote all ayes, 0 nays, 1 absent.
5. President’s Report: Steve Rapp’s comments are found within the meeting minutes.
6. Treasurer’s Report:
 - a. Motion made by Greg Hills, seconded by Paul Loner to approve the December 2025 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. Stacy Kleyn prepared and filed W2 and W3 forms using Quickbooks online.
 - c. Stacy began working with the village auditor with Lauterbach & Amen, LLP. An Entrance Conference was received and requested documents will be sent later this month. Fieldwork will begin the week of February 9th.
 - d. The following bills were submitted for January 2026 payment. Motion made by Paul Loner, seconded by Rick DeSimone 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:
12/26/2025	3534	Donna M. Leone	\$ 100.00	Greg H	Rick D
01/05/2026		IL Department of Revenue	\$ 119.98	Greg H	Rick D
01/15/2026	3535	Richard Desimone	\$ 87.40	Greg H	Rick D
01/15/2026	3536	Darcy A. Hills	\$ 87.40	Greg H	Rick D
01/15/2026	3537	Gregory S. Hills	\$ 87.40	Greg H	Rick D
01/15/2026	3538	Stacy M Kleyn	\$ 480.69	Greg H	Rick D
01/15/2026	3539	Donna M. Leone	\$ 87.40	Greg H	Rick D
01/15/2026	3540	Paul D. Loner	\$ 87.40	Greg H	Rick D
01/15/2026	3541	Debra K. Marner	\$ 218.49	Greg H	Rick D
01/15/2026	3542	Stephen M. Rapp	\$ 799.00	Greg H	Rick D
01/15/2026		IRS	\$ 1,362.25	Greg H	Rick D
01/15/2026	3543	Com Ed	\$ 50.26	Greg H	Rick D
01/15/2026	3544	B & F Construction Code Services, Inc.	\$ 245.00	Greg H	Rick D
01/15/2026	3545	Debra K. Marner	\$ 120.68	Greg H	Rick D
		Total - General Checking	\$ 3,933.35	Greg H	Rick D
01/15/2026	1018	MWD Services, Inc.	\$2,821.20	Greg H	Rick D
		Total - MFT Checking	\$2,821.20	Greg H	Rick D
		Total Funds	\$ 6,754.55	Greg H	Rick D

7. Committee Reports
 - a. Finance

- i. Motion made by Paul Loner, seconded by Rick DeSimone to allow Stacy Kleyn, treasurer, to move \$150,000.00 from General Checking to General Prime investment account for interest bearing. Roll call vote: Ayes: Greg Hills, Paul Loner, Darcy Hills, Rick DeSimone. Nay: 0 Absent: Donna Leone.
- b. Planning and Zoning
- i. No update from the Comprehensive Plan hearing with the Boone County Regional Planning Committee.
 - ii. No update from Vincent Gallo with B & F Code Construction concerning revising Timberlane village building codes.
 - iii. Steve Rapp and the clerk offered to meet with Eric Tison, Project Coordinator from Region 1 Regional Planning Council about how R1 could assist on any comprehensive planning, ordinance updates and statutory reviews. Steve has asked for help concerning the Fair Housing Policy Section 25, AHPAA, the Comprehensive Plan, Dawson Lake Road bridge replacement and the National Flood Insurance Program, etc.
 - iv. Stacy Kleyn is working with CES on what needs to be billed back to Melbri Hope Ventures, LLC's Planned Unit Development (PUD) concerning 10568 Caledonia Road (Schumacher property). Steve Rapp contacted Kevin Bunge, CES for guidance.
 - v. Motion made by Darcy Hills, seconded by Paul Loner to approve Kevin Bunge, CES engineer's review of Frontier's fiber optic request for right of way permit # 2512755 with Pierce Engineering. Vote all ayes, 0 nays, and 1 absent.
 - vi. Steve Rapp offered to work with Valerie Alt, Caledonia Township, concerning Orth Road impact fees received from Aberdeen Knoll.
- c. Roads/Highways/Bridges
- i. Motion made by Paul Loner, seconded by Rick DeSimone to approve the Biannual Bridge Inspection quote for three bridges as received by Ian Nilausen from Hampton, Renzini and Renwick, Inc for \$8,465.00. Roll call vote: Ayes: Greg Hills, Paul Loner, Darcy Hills, Rick DeSimone. Nay: 0 Absent: Donna Leone.
 - ii. Paul Loner will ask Grant Sjostrom to contact Steve Rapp for quotes for bridge structural concrete repair/maintenance on a time/material basis.
 - iii. Streetlight pole was installed at the south entrance of Country Meadow and Caledonia roads at Country Meadows subdivision. Boone county permit fee was waived. New streetlight will soon be operational.
 - iv. Steve Rapp asked Nico's landscaping to install missing street signs that are critical in lieu of Midwest Dirt absence this season.
 - v. Justin Krohn, Boone County Highway requested Timberlane's road asphalt overlay needs for 2026. The board said no road work is needed.
 - vi. No request received from Newbury Place HOA asking that the village pay and take ownership of their two streetlights at two entrances.

- d. Village Hall located at 2940 Charleston Ct, Immanuel Lutheran in Timberlane
 - i. None.

8. Old Business

- a. No update from Steve Rapp offering to contact Becky Tobin concerning the Intergovernmental Agreement for Boone County Animal Services fees that are beyond IL statute requirements.
- b. Steve Rapp offered to let Surf Broadband know that Frontier is moving forward. No update from Kevin Bunge, CES, concerning Surf Broadband's internet pre-engineering discovery phase.
- c. No update concerning attracting local candidates for open positions may be combined with a new village website, Timberlane's 30th year anniversary and a postcard mailing.
- d. The board of trustees let Greg Hills know that the village emails are not always coming through Host Papa.
- e. Steve Rapp is reviewing garbage bid letting examples. The draft (RFP) request for proposal will be compared against the Survey results for single garbage hauler RF bid letting proposals.
- f. Steve Rapp offered to put an opportunity on the Timberlane website asking for residents involvement in Boone County's various Regional Stormwater Committees as they review the 2011 official plan. Requests were sent to municipalities to participate.
- g. No update from Jessica Roberts, Boone County planner, concerning quarterly meetings between village presidents and mayors.

9. New Business

- a. As a result of the MFT audit of years 2012 – 2024 THE IDOT auditor requested that Timberlane review and approve the following outstanding forms for 2016 and 2019.
 - i. Motion made by Darcy Hills, seconded by Paul Loner to approve resolution R26-015-01 IDOT snow and ice control for 2016. Vote all ayes, 0 nays, 1 absent.
 - ii. Motion made by Darcy Hills, seconded by Paul Loner to approve the IDOT Maintenance Expenditure Statements for 2016 and 2019 years. Vote all ayes, 0 nays, 1 absent.
- b. Nicor Gas Municipal Utility Portal is now established for information sharing.

- c. Steve Rapp completed a US Conference of Mayors Harassment and Threats Survey.

Open Actions:	Meeting	Contact
Revision of Timberlane By-laws to include electronic attendance	Mar 2014	Debra 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

10. Motion made by Greg Hills, seconded by Darcy Hills to adjourn at 8:05pm Vote all ayes, 0 nays, and 1 absent.