



Regular Meeting Minutes – Village of Timberlane – March 19th, 2026

1. Call to order at 7:10pm 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, Darcy Hills, Donna Leone, Rick DeSimone. Absent: Paul Loner, Greg Hills (arrived 7:23pm).
3. There were no guests.
4. Motion made by Darcy Hills, seconded by Donna Leone to allow Steve Rapp to act as a trustee in order to form a quorum. Vote all ayes, 0 nays, 2 absent.
5. Motion made by Darcy Hills, seconded by Donna Leone to approve February 19th, 2026, regular meeting minutes. Vote all ayes, 0 nays, 2 absent.
6. President’s Report: Steve Rapp’s comments are found within the meeting minutes.
7. Treasurer’s Report:
 - a. Motion made by Darcy Hills, seconded by Donna Leone to approve the February 2026 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. Stacy Kleyn received a check from Melbri Hope Ventures covering engineering costs.
 - c. The following bills were submitted for March 2026 payment. Motion made by Donna Leone, seconded by Rick DeSimone to approve bills. Roll call vote: Ayes: Greg Hills, Darcy Hills, Donna Leone, Rick DeSimone. Nay: 0 Absent: Paul Loner.

Transaction date	Num	Payee	Payment	Motion Made:	Motion Seconded:
03/09/2026		IL Department of Revenue	\$ 108.91	Donna L.	Rick D.
03/19/2026	3559	Richard Desimone	\$ 87.40	Donna L.	Rick D.
03/19/2026	3561	Darcy A. Hills	\$ 87.40	Donna L.	Rick D.
03/19/2026	3562	Gregory S. Hills	\$ 87.40	Donna L.	Rick D.
03/19/2026	3563	Stacy M Kleyn	\$ 480.69	Donna L.	Rick D.
03/19/2026	3564	Donna M. Leone	\$ 87.40	Donna L.	Rick D.
03/19/2026	3565	Debra K. Marner	\$ 218.49	Donna L.	Rick D.
03/19/2026	3566	Stephen M. Rapp	\$ 799.00	Donna L.	Rick D.
03/19/2026	3567	Stephen M. Rapp	\$ 443.40	Donna L.	Rick D.
03/19/2026	3568	CES Inc.	\$ 459.51	Donna L.	Rick D.
03/19/2026	3569	Com Ed	\$ 206.31	Donna L.	Rick D.
		Total for General Checking	\$ 3,065.91	Donna L.	Rick D.
03/19/2026	1020	MWD Services, Inc.	\$ 9,852.00	Donna L.	Rick D.
		Total for MFT Checking	\$ 9,852.00	Donna L.	Rick D.
		Total Funds	\$12,917.91	Donna L.	Rick D.

8. Committee Reports
 - a. Finance

- i. Motion made by Darcy Hills, seconded by Donna Leone to allow Stacy Kleyn to move \$50,000.00 from general checking to IL Municipal funds General Prime account for higher interest. Roll call vote: Ayes: Greg Hills, Darcy Hills, Donna Leone, Rick DeSimone. Nay: 0 Absent: Paul Loner.
 - ii. Stacy emailed the audit draft to Lauterbach & Amen, LLP. She asked the board to review the audit draft and year end audit for 2025. Changes were made to Financial Discussion & Analysis to road improvements completed in 6 years instead of 10 years. And no changes were made to the IT Security Awareness & Monitoring of Risks.
- b. Planning and Zoning
- i. A new home in Newbury Place was issued a 60-day temporary certificate of Occupancy to Davidson Builders. Roads were posted for spring weight limits that stopped cement trucks. Steve Rapp had notified B&F Code Construction.
 - ii. Motion made by Rick DeSimone, seconded by Donna Leone to approve the right of way billboard permit for James Schumacher. Melbri Hope Venture, LLC is asking to replace the static billboards with multi-message billboards on both sides. There was an IDOT response for File 004-38485 dated 12/31/24. Vote all ayes, 0 nays, and 1 absent.
 - iii. No update on quarterly comprehensive planning with Jessica Roberts, Boone County Planner.
 - iv. A list of questions were given to the board of trustees to aid in updating Timberlane village building codes to the 2021 International Standard. Vincent Gallo, B & F Code Construction, requested village feedback.
 - v. No update from Region 1 Regional Planning Council on these subjects:
 - 1. Affordable Housing Plan – inhouse help available at \$100/HR.
 - 2. Comprehensive Plan - possibly
 - 3. Dawson Lake Road bridge replacement – 80% Federal/20% State
 - 4. National Flood Insurance Program – not applicable however Steve will contact the Boone County Soil & Water Conservation Dept.
 - vi. No update concerning the offer of \$85,000.00 from the Orth Road impact fees received from Aberdeen Knoll to Valerie Alt, Caledonia Township. A draft intergovernmental agreement for possible transfer of funds from Timberlane to Caledonia Township. They control that portion of Orth Road. This agreement is to be reviewed by the trustees.
- c. Roads/Highways/Bridges
- i. The board of trustees decided that quotes for bridge structural concrete repair/maintenance on a time/material basis can wait until the bridge inspections are completed in the fall of 2026.
 - ii. A vehicle broke the Timberlane road sign on Dawson Lake Road at Newbury Place. Police report will be sent to Steve Rapp to file an insurance claim for repairs. Greg and Darcy Hills offered to secure sign.

- iii. The board of trustees asked about having Nico’s Landscaping reseed damaged grass at road edges, landscape management at the 4 signs, and install broken/missing road signs in the village as needed.
- iv. 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.

9. 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. 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.
- c. No update on the draft (RFP) request for single garbage hauler RF bid letting proposal that was compared against the survey results.
- d. Steve Rapp offered to add 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.

10. New Business

- a. None.

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

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