



Regular Meeting Minutes – Village of Timberlane – April 16th, 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, Darcy Hills, Donna Leone, Greg Hills, Rick DeSimone. Absent: Paul Loner.
3. There was one guest.
4. Motion made by Greg Hills, seconded by Donna Leone to approve March 19th, 2026, regular meeting minutes *subject to changing the following under Committee Reports a. Finance – change general checking to IL Municipal funds General Prime account and ii. Stacy did not meet with the auditor last month. The audit draft was sent via email.* 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 Rick DeSimone, seconded by Donna Leone to approve the March 2026 Treasurer's Report. Vote all ayes, 0 nays, and 1 absent.
 - b. Stacy Kleyn said that Quickbooks will require state and federal employee taxes electronically starting July 1st. Stacy will forward the notice to the board.
 - c. Stacy said the CES invoice will be reduced to invoice Melbri Hope Ventures project.
 - d. Also, Stacy notified the board of trustees that Midwest Dirt was overpaid \$5,661.60. Midwest Dirt had deposited the check and offered to mail back their \$5,661.60 check.
 - e. The following bills were submitted for April 2026 payment. Motion made by Greg Hills, seconded by Darcy Hills 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:
04/08/2026		IL Department of Revenue	\$ 108.91	Greg H	Darcy H
04/16/2026		IRS	\$ 1,250.12	Greg H	Darcy H
04/16/2026	3570	US Postal Service	\$ 78.00	Greg H	Darcy H
04/16/2026	3571	Illinois Municipal Treasurers Association	\$ 100.00	Greg H	Darcy H
04/16/2026	3572	CES Inc.	\$ 324.38	Greg H	Darcy H
04/16/2026	3574	Steve Rasmussen	\$ 75.00	Greg H	Darcy H
04/16/2026	3575	Richard Desimone	\$ 87.40	Greg H	Darcy H
04/16/2026	3576	Darcy A. Hills	\$ 87.40	Greg H	Darcy H
04/16/2026	3577	Gregory S. Hills	\$ 171.52	Greg H	Darcy H
04/16/2026	3578	Stacy M Kleyn	\$ 480.70	Greg H	Darcy H
04/16/2026	3579	Donna M. Leone	\$ 87.40	Greg H	Darcy H
04/16/2026	3580	Debra K. Marner	\$ 218.50	Greg H	Darcy H
04/16/2026	3581	Stephen M. Rapp	\$ 799.00	Greg H	Darcy H
4/16/2026	3582	ShawCraft Sign Co	\$ 672.00	Greg H	Darcy H
04/16/2026	3573	Lauterbach & Amen, LLP	\$ 6,700.00	Greg H	Darcy H
04/16/2026	1091	Boone County Highway Fund	\$ 2,212.50	Greg H	Darcy H
		Total Funds	\$13,452.83		

7. Committee Reports

a. Finance

- i. Guest Courtney Mohr from Lauterbach & Amen, LLP presented Timberlane's 2025 Annual Financial Report and Management Letter to the board of trustees. The village received an 'unmodified opinion' which is a clean opinion and their highest honor given. Village expenses were under budget while income increased. Courtney gave Stacy Kleyn thanks for her excellent support in this audit. Annual report will be available on the website.
- ii. Motion made by Greg Hills, seconded by Donna Leone to adopt the 2025 Annual Report and Management Letter as received. Vote all ayes, 0 nays, and 1 absent.
- iii. Stacy signed the Boone County P-Tell Levy request and will mail back.

b. Planning and Zoning

- i. No update on quarterly comprehensive planning with Jessica Roberts, Boone County Planner.
- ii. Steve asked the board of trustees to respond, at the next regular meeting, to a list of questions from Vincent Gallo, B & F Code Construction that would aid them in updating Timberlane's building codes to the 2021 International Standard.
- iii. No update from Region 1 Regional Planning Council on these subjects:
 - Affordable Housing Plan – inhouse help available at \$100/HR.
 - Comprehensive Plan - possibly
 - Dawson Lake Road bridge replacement – 80% Federal/20% State
 - National Flood Insurance Program – not applicable however Steve will contact the Boone County Soil & Water Conservation Dept.
- iv. 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. Received one damaged mailbox request from Timberlane subdivision.
- ii. Also, two requests for damage repair to lawns at the edges of roads in the Timberlane subdivision were received. Donna offered to collect the addresses that need cleanup and reseeding from snowplow damage.
- iii. Bridge inspections are scheduled for Sept or Oct 2026. Bridge structural concrete repair/maintenance on a time/material basis expected after that.
- iv. After receiving the police report, Steve Rapp submitted an Allstate insurance claim against the Timberlane road sign on Dawson Lake Road at Newbury Place. The Shaw Craft Sign Co quoted \$700.00 to repair the post structure and re-install the sign. They offered a 4% discount for prepaid work so \$672.00 will be presented in April bills for approval.
- v. Steve Rapp may reschedule the canceled visit by ComEd representative to discuss a new streetlight at Orth and Squirrel Tree roads.
- vi. The board of trustees is asking for Nico's Landscaping to quote on:

- reseeding damaged grass at road edges
 - landscape management under the 4 signs
 - install broken/missing road signs (Darcy will identify areas)
- 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. Darcy Hills offered to create a postcard for resident mailing concerning attracting local candidates for open positions.
 - c. Steve Rapp will work with Trent Ferguson, village attorney on the draft (RFP) request for single garbage hauler RF bid letting proposal (survey results reviewed)
9. 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 (J. 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 Darcy Hills, seconded by Donna Leone to adjourn at 8:20pm Vote all ayes, 0 nays, and 1 absent.