

**Campton Township
Regular Board Meeting Minutes
January 13, 2026**

1. Call to Order

The Regular Board Meeting of January 13, 2026 was called to order by Supervisor John Kupar at 6:36 p.m. at the Campton Township Community Center, and the Pledge of Allegiance was recited. The Clerk/Deputy Clerk called the roll and recorded Supervisor Kupar and Trustees Metzger, Miller, Murphy, and Varsho as present. A quorum being present, the Board proceeded to transact business.

2. New Business

a. Oath of Office – Deputy Clerk

Supervisor Kupar swore in Deputy Clerk Juliette Kerr.

b. Campton Township Open Space Foundation (CTOSF) – Joe Garbarski

Mr. Garbarski provided an update on projects completed for Campton Township and planned contributions for the upcoming year. He reported that the Foundation anticipates reimbursement for V3 work at various Township sites during 2026 and plans to sponsor several community events, including Prairie Fest, the All-Wheel Show, and Christmas at Corron.

He further reviewed work currently in progress, including preparation of an amenities list for the Whitney Senior Center, obtaining construction quotes for the Whitney Schoolhouse, updates to the Township-owned property list, review of purchase requisitions, and compilation of a list of historically significant properties. Mr. Garbarski also summarized prior-year projects funded by the Foundation, noting continued support for park improvements, equipment purchases, infrastructure enhancements, and restoration work at multiple Township properties.

The written report was submitted with the meeting packet.

c. Township Website Presentation – Alison and Dave

Alison and Dave presented an update on the development of the Township website, outlining improvements to navigation, usability, and internal staff functionality. They reported that the updated site will allow for expanded use of photographs and visual content.

The Board discussed highlighting the Township's Open Space assets within the website header and incorporating links from the previous website. Questions were raised regarding responsibility for ongoing updates. Alison and Dave reported that work is progressing toward a targeted launch date of April 1, 2026.

3. Reports

Highway Commissioner – Sam Gallucci

Commissioner Gallucci reported that the Highway District conducted winter maintenance operations throughout December, including snowplowing and salting in response to

multiple weather events and work performed under the intergovernmental agreement with the Village of Campton Hills in Plato. Additional activities included roadway and signage maintenance, storm infrastructure repairs, cold patching, equipment maintenance, and ongoing inspections. Staffing updates and routine administrative activities were also reported.

The written report was submitted with the meeting packet.

Assessor – Alan D. Rottmann

Assessor Rottmann reported that the deadline to file assessment appeals closed on October 20, 2025, and that the office prepared evidence for Board of Review appeals for the current assessment cycle. He summarized preparation of appeal documentation, review of outcomes, and ongoing valuation updates, noting that final valuation reports are expected to be completed by April. Assessor Rottmann further noted that, because the Assessor's term begins in January, he was sworn in by Supervisor Kubar prior to the meeting being called to order and expressed his appreciation for the Supervisor doing so.

The written report was submitted with the meeting packet.

Solid Waste District – Bryan Kerwin

Mr. Kerwin reported on upcoming leadership transitions within the district and requested additional waste and composting resources to support operations at Corron Farm.

Financial Report – Rebekah Flakus, Finance Director

The Supervisor noted that the Finance Director was absent and that the Financial Report was provided to the Board for review.

For the Town Fund, year-to-date revenues exceeded the FY2026 budget, while expenditures remained below budget. Notable items included a donation from Wasco Baseball toward the Anderson Park Renovation Project and legal expenditures that were over budget due to consulting work related to the Campton Township Cemetery Association.

For the Road and Bridge Fund, year-to-date revenues slightly exceeded budget and expenditure remained below budget. Administration legal expenses were over budget due to unforeseen personnel matters, and maintenance expenditures included construction of the new salt dome and facility improvements.

For the Open Space Fund, year-to-date revenues and expenditure exceeded budget. Administrative expenditures were higher due to increased legal services related to personnel, grant, and referendum matters, as well as required employee training. Bond payments were made for the 2017 and 2010B bonds, and maintenance expenditures included necessary repairs and approved improvements at Township properties.

Additional updates included ongoing financial tracking and reporting initiatives, preparation of reimbursement documentation, and the initiation of FY2026–2027 budget planning.

The written report was submitted with the meeting packet.

Corron Farm Preservation Society

No report was provided.

Operations Manager – Tom Serewicz

Mr. Serewicz reported on winter maintenance activities, facility repairs, equipment upkeep, safety and training activities, and operational support provided across Township properties.

The written report was submitted with the meeting packet.

Natural Resources – Carter Dell

Mr. Dell reported on invasive species management, native seed harvesting plans, grant coordination, staff training completed, volunteer engagement efforts, and ongoing budget planning.

The written report was submitted with the meeting packet.

Outreach Coordinator – Kaitlyn Ruffino

No report was provided due to maternity leave.

Planning Commission – Jesse Varsho

No updates were reported.

Supervisor Report – John Kubar

Supervisor Kubar reported on matters related to the Township's 2026 bond series, including the anticipated draw amount and the status of required paperwork. He noted the Township was approximately one week behind on documentation and that further discussion would be required under New Business. He further reported that he and Trustee Murphy met with Anthony Beck to review the proposed \$3.5 million bond amount and to discuss which portions may be taxable or non-taxable.

Supervisor Kubar also summarized the Special Board Meeting held on January 6, 2026, to review and act upon bids for the Anderson Park project. He reported that ten bids were received and that the lowest responsible bid was submitted by Beritus Inc. in the amount of \$1,297,798.02, resulting in an estimated savings of approximately \$180,000. He noted that the Board will need to consider whether to retain the full savings or allocate a portion, and that sufficient time remains to make a final determination.

In addition, Supervisor Kubar reported that the Township received an updated Employee Handbook from Bond | Conway, reflecting changes to federal and Illinois law and significant updates to ethics and sexual-harassment policies. He indicated that a red-line version will be forwarded to the Board for review prior to the next meeting. He also reported ongoing communication with the Kane County Forest Preserve regarding moving forward with a land swap at the Hawkings property.

4. Approval of the Minutes

Supervisor Kubar noted that the minutes available for approval were the November 12, 2025, Regular Board Meeting, the December 4, 2025, Special Board Meeting, and the December 9, 2025, Regular Board Meeting. Clerk Johansen asked who had prepared the minutes, as he had not done so, and it was confirmed that Rebekah Flakus had completed them.

Supervisor Kubar asked whether the outstanding minutes for the April 3, 2025, Regular Board Meeting, the September 4, 2025, Special Board Meeting, and the October 14, 2025, Regular Board Meeting would be completed. Clerk Johansen stated that he would begin working on the outstanding minutes and would reach out to Supervisor Kubar and Deputy Clerk Juliette Kerr for assistance.

Due to the Clerk's inability to provide the outstanding minutes, Trustee Varsho moved to table approval of the April 3, 2025, Regular Board Meeting, the September 4, 2025, Special Board Meeting, and the October 14, 2025 Regular Board Meeting minutes until the next meeting. Trustee Miller seconded. The motion carried.

Approval of the November 12, 2025, Regular Board Meeting Minutes, with grammar amendment: Motion by Murphy, seconded by Varsho; all in favor. Motion carried.

Approval of the December 4, 2025, Special Board Meeting Minutes: Motion by Murphy, seconded by Metzger; all in favor. Motion carried.

Approval of the December 9, 2025, Regular Board Meeting Minutes: Motion by Miller, seconded by Metzger; all in favor. Motion carried.

5. Citizens Comments

None.

6. Old Business

None.

7. New Business – Action Items

a. Purchase of Native Seed – \$7,858.08

Motion by Murphy, seconded by Varsho.

Roll call vote: Trustees Miller, Metzger, Varsho, Murphy, and Supervisor Kuper voted aye; none voted nay. Motion carried.

b. Bond Issuance – \$3.5 Million

Motion by Murphy, seconded by Varsho, to approve issuance of \$2.5 million taxable bonds and \$1.0 million tax-exempt bonds.

Roll call vote: Trustees Miller, Metzger, Varsho, Murphy, and Supervisor Kuper voted aye; none voted nay. Motion carried.

c. Anderson Park Cost Savings

Motion by Murphy, seconded by Miller, to table discussion. Motion carried.

8. Claims and Demands Authorized for Payment

a. Town Fund – \$163,916.40

Trustee Miller moved to approve the claims and demands on the Town Fund in the amount of \$163,916.40. Trustee Metzger seconded.

Roll call vote: Trustees Miller, Metzger, Varsho, Murphy, and Supervisor Kuper voted aye; none voted nay. Motion carried.

b. Road and Bridge Fund – \$158,547.24

Trustee Metzger moved to approve the claims and demands on the Road and Bridge Fund in the amount of \$158,547.24. Trustee Varsho seconded.

Roll call vote: Trustees Miller, Metzger, Varsho, Murphy, and Supervisor Kuper voted aye; none voted nay. Motion carried.

c. Capital Improvement Fund – \$0

No claims were presented.

d. Open Space Fund – \$21,613.13

Trustee Miller moved to approve the claims and demands on the Open Space Fund in the amount of \$21,613.13. Trustee Metzger seconded.

Roll call vote: Trustees Miller, Metzger, Varsho, Murphy, and Supervisor Kuper voted aye; none voted nay. Motion carried.

9. Executive Session

At 8:08 p.m., a motion was made by Trustee Varsho, seconded by Trustee Miller, to enter Executive Session to discuss personnel matters, land acquisition, and legal issues pursuant to 5 ILCS 120/2(c)(1), (5), and (11).

Roll call vote: All ayes. Motion carried.

10. Return to Regular Session

The Board returned to Regular Session at 8:45 p.m. No action was taken.

11. Adjournment

Trustee Metzger moved to adjourn the meeting. Trustee Varsho seconded.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Juliette Kerr

Deputy Clerk, Campton Township