

Campton Township Regular Board Meeting Minutes March 10, 2026

1. Call to Order

The Regular Meeting of the Campton Township Board of Trustees was called to order by Supervisor John Kubar at 6:34 PM.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Roll was called with Supervisor Kubar, Trustees Varsho, Murphy (via voice call), Miller, and Metzger present. The Clerk was absent. The Deputy Clerk was present. A quorum was present.

Trustee Miller moved to adjust the agenda by relocating Item 7, Guest/Public Presentation, to Item 4b. Trustee Varsho seconded the motion via voice call. All present voted Aye. The motion passed.

4. New Business – Presentation and Discussion for Action

a. Update from CTOSF

No verbal report was presented. The CTOSF written report was included in the meeting packet. Due to severe weather approaching and the need to keep the meeting moving efficiently, the report was not read aloud and was entered into the record as provided in the packet.

No action was required.

b. Public Presentations – Eagle Scout Project Presentation

Eagle Scout candidate Jack Grosso, Troop 13, presented his proposed project to install color-coded directional trail markers at Harley Woods and Poynor Park. The project includes stained 4x4 posts with mounted markers to improve trail navigation. The estimated cost is \$750, to be raised through fundraising. Township trail signage is budgeted separately. Mr. Grosso also plans to coordinate tree donations through Wasco Nursery, with planting locations to be determined by Township staff.

Trustee Varsho moved to approve the Eagle Scout project as presented, seconded by Trustee Miller. The motion carried unanimously.

5. Reports

Highway Commissioner – Superintendent Sam Gallucci

Superintendent Gallucci provided a verbal report including updates on turf repairs, pothole patching, and the upcoming Danker Road culvert replacement. He noted that no significant snow events occurred during the period, allowing winter funds to be redirected to summer projects. He also reported that an intergovernmental agreement was signed with the Village of Campton Hills regarding roadway responsibilities, including matters related to Blackberry Township. *The full written report was included in the meeting packet.*

Assessor – Alan D. Rottmann

Assessor Rottmann provided a verbal report noting that the tentative equalization factor for 2026 is 1.0588, projecting approximately a six-percent increase in total EAV. Staff are completing continuing education requirements. *The full written report was included in the meeting packet.*

Solid Waste District – President Bryan Kerwin

President Bryan Kerwin provided a verbal report noting that LRS will donate 20–40 thirty-five-gallon trash totes for Township open spaces. Eight of the thirty contracted special-use dumpsters have been utilized. No customer service complaints were reported. Commissioner B. Miller will be leaving at the end of June, and a replacement is being sought. *No written report was submitted.*

Financial Report – Finance Director Rebekah Flakus

Finance Director Flakus provided a verbal report noting that legal expenses exceeded budget due to the employee handbook update. Anderson Park capital expenses were moved to the Capital Improvements Fund. Financial reports were updated to clearly show total revenues, expenditures, and surplus or deficit. Preliminary audit preparation is underway. *The full written report was included in the meeting packet.*

Corron Farm Preservation Society Update

President Rhonda Corron was not in attendance, and no written report was submitted

Operations Manager – Tom Serewicz

Operations Manager Serewicz provided a verbal report including updates on turf repairs, LED lighting installation at the Lily Lake offices, garden program preparations, equipment maintenance, and an Eagle Scout project at Gray Willows. *The full written report was included in the meeting packet.*

Open Space Ecologist – Carter Dell

Open Space Ecologist Dell provided a verbal report including updates on prescribed burns, invasive species management, forestry mulching, native seed spreading, habitat restoration, and wildlife box installations. *The full written report was included in the meeting packet.*

Outreach – Kaitlyn Ruffino

Outreach Coordinator Kaitlyn Ruffino was absent due to a family emergency. A written report was submitted and included in the meeting packet. No additional verbal report was presented.

Planning Commission – Chairman Jesse Varsho

Chairman Varsho provided a verbal report regarding development of an RFP for building health assessments and preliminary discussion on renovation versus new construction for Township facilities. Staff will pull three years of utility and maintenance cost reports for review. *No written report was submitted.*

Supervisor Report – Supervisor Kupar

Supervisor Kupar reported that the land swap with the Kane County Forest Preserve is progressing and the environmental assessment is complete. Staff have been finalizing budgets and are nearing completion. The updated employee handbook reflects current state and federal requirements. He also acknowledged the passing of Tom Caron, who served as the first chairman

of the Corron Farm Preservation Society and was a dedicated supporter of Township preservation programs. *Written report submitted*

6. Approval of Minutes

Trustee Varsho moved to table approval of the minutes of April 3, 2025; September 4, 2025; September 9, 2025; and October 14, 2025. Trustee Murphy seconded, and the motion carried.

Trustee Metzger moved to approve the minutes of January 6, 2026; January 13, 2026; and February 11, 2026. Trustee Varsho seconded, and the motion carried.

7. Citizens Comments

Further citizen comment was received. Mr. Garbarski noted that the fiscal year ends March 31 and the Annual Town Meeting occurs in April. He asked how the Township can complete four months of missing minutes before fiscal year end. Trustee Murphy will work with Mrs. Flakus and Mrs. Rottmann to compile the minutes.

8. Old Business – Presentation and Discussion for Action

Trustee Varsho moved to table discussion of Anderson Park cost-saving measures. Trustee Miller seconded, and the motion carried.

9. New Business Continued – Presentation and Discussion for Action

a. Sexual Harassment Policy

Trustee Varsho moved to approve the Sexual Harassment Policy by resolution, seconded by Trustee Miller. By roll call vote, Trustees Metzger, Miller, Murphy, Varsho, and Supervisor Kubar voted Aye. Motion carried.

b. Ethics Policy

Trustee Varsho moved to approve the Ethics Policy ordinance, seconded by Trustee Miller. By roll call vote, Trustees Metzger, Miller, Murphy, Varsho, and Supervisor Kubar voted Aye. Motion carried.

c. Updated Employee Handbook

Trustee Varsho moved to approve the updated Employee Handbook, seconded by Trustee Miller. By roll call vote, Trustees Metzger, Miller, Murphy, Varsho, and Supervisor Kubar voted Aye. Motion carried.

d. V3 Proposal for Ecological Management of GW and HC

Trustee Murphy moved to approve the B3 proposal for ecological management services, seconded by Trustee Metzger. Trustees Metzger, Murphy, Varsho, and Supervisor Kubar voted Aye; Trustee Miller abstained. Motion carried.

e. Wetlands Mitigation Contract – Naturion

Trustee Miller moved to approve the wetlands mitigation contract, seconded by Trustee Varsho. Trustees Varsho, Murphy, Metzger, Miller, and Supervisor Kubar voted Aye. Motion carried.

f. Annual Town Meeting Agenda

Trustee Varsho moved to approve the Annual Town Meeting Agenda with removal of Item 11B regarding honorary naming. Trustee Miller seconded. All present voted Aye. Motion carried.

10. Claims and Demands Authorized for Payment

a. Town Fund – \$11,756.22

Trustee Miller moved to approve the Town Fund claims, seconded by Trustee Metzger. By roll call vote, Trustees Varsho, Murphy, Miller, Metzger, and Supervisor Kubar voted Aye. Motion carried.

b. Road & Bridge Fund – \$36,563.93

Trustee Miller moved to approve the Road & Bridge Fund claims, seconded by Trustee Varsho. By roll call vote, Trustees Metzger, Murphy, Miller, Varsho, and Supervisor Kubar voted Aye. Motion carried.

c. Capital Improvement Fund – \$0

No claims were presented.

d. Open Space Fund – \$27,421.44

Trustee Miller moved to approve the Open Space Fund claims, seconded by Trustee Varsho. Trustees Murphy, Metzger, Miller, Varsho, and Supervisor Kubar voted Aye. Motion carried.

11. Executive Session

At 7:48 PM, Trustee Varsho moved to enter Executive Session to discuss personnel matters, land acquisition, and legal issues pursuant to 5 ILCS 120/2(c)(1), (5), and (11). Trustee Miller seconded, and the motion carried.

12. New Business Continued

Upon returning to regular session, Trustee Varsho moved to table approval of Executive Session minutes. Trustee Miller seconded. Motion carried.

13. Adjournment

Trustee Murphy moved to adjourn the meeting. Trustee Varsho seconded. The meeting adjourned at 8:15 PM.

Respectfully submitted,

Juliette Kerr
Deputy Township Clerk