

1. 2. 3. The April 5, 2018 Board meeting was called to order by Supervisor Kuper at 7:30 p.m. at the Community Center. The Pledge of Allegiance was recited. Clerk Johansen called the roll with Supervisor Kuper and Trustees Stutesman, Murphy, and Miller present. Trustee Galloway arrived shortly after roll call.

#### 4. Reports:

*Highway Commissioner – Sam Gallucci:* Commissioner Gallucci stated Lewis Tree Trimming is doing the tree trimming for ComEd around power lines, not the Highway District, and they are doing a poor job. He's had calls about this and he has had to explain its not Campton Township trimming the trees, but a tree trimming company working for ComEd. The Highway District prepared brine for tanks and trucks to treat roadways with brine consisting of geo-melt and salt. The road crew removed excess soil for drainage issues on Hemlock, Black Willow, Ponderosa, and Cloverfield Drives, and on Johnsway. They applied shoulder gravel at intersections throughout the Township. All grates and storm drains were cleaned of debris throughout Campton Township and the Village of Campton Hills; residential lawn areas damaged by snow plowing were restored throughout the Township and Village; damaged mailboxes and posts were repaired throughout the Township and Village; all intersections were swept throughout the Township and Village; roadways were assessed for drainage problems and potholes; potholes were repaired with cold patch throughout the Township and Village; all stop signs in the Township and Village were checked on a weekly basis and damaged or missing ones replaced; and they checked for the issuance of Culvert permits throughout the Township and Village. The District passed the annual fire inspection on March 20, 2018 with no violations, and ongoing maintenance on Township vehicles and equipment was performed in-house by Highway District staff.

*Assessor – Alan D. Rottmann:* Assessor Rottmann stated the 2017 assessments are done and research is beginning on the 2018 assessments. Tax bills will be out in a few weeks and it's too late to appeal. The equalization factor is 1.0149.

*Solid Waste District – Steven Cartwright, President:* Absent.

*Financial Report – Finance Director Louise McKay:* Absent.

*Corron Farm Preservation Society Update – Laurel Garza, President:* Absent.

*Operations Manager – Tom Serewicz:* Operations Manager Serewicz stated:

- **At the Headwaters Conservation Area** trees were cut down and burned.
- **At Gray Willows** trees and shrubs were cut down and burned, and preparations were made to build the Gray Willows Park entrance sign.
- **At Town Hall** the furnace was repaired and a fire inspection done.
- **Poynor Park** was opened for the season, a fence was repaired, and the contractor will start the drain tile probing project soon.
- **In general** water will be turned on and tested at Anderson Park and the Headwaters on April 10<sup>th</sup>; we assisted with prescribed burns; installed a new water pump for prescribed burns; port-o-lets were ordered for all locations; bobcat tires were repaired; the z track mower was sent to the repair shop; and we assisted office staff.

*Natural Resources Monthly Report – Ecologist Josh Nelson:* Ecologist Nelson stated:

- Projects Completed/Ongoing:**
  1. Cameras are being used at Gray Willows Farm to study wildlife.
  2. We assisted Operations staff as needed.
  3. Birding Volunteers continue monitoring.
  4. We are now taking reservations for the Community Gardens. We expect more people to begin signing up with the weather improving.
  5. We are salamander monitoring at Harley Woods.
  6. We conducted prescribed burns at Corron Farm, the Headwaters, and Harley Woods. The season looks to be over, but we may get a small burn in yet. Preliminary numbers suggest about 400 acres burned of about 500 burnable acres.
  7. We herbicided Chervil at Corron Farm in the woods and savannas.
  8. Wheaton College students are working on senior capstone projects, including oak mapping and creating content for interpretive signs/materials.
  9. We applied for a ComEd green region grant to match the grant received for the Fox Valley Monarch Corridor.
  10. We received a donation of ~340 bags of soil from Home Depot for the Community Garden Eagle Scout project.
- Trainings/Meetings:**
  1. We met with the Planning Commission to discuss Parks/Open Space properties.
  2. Barb Wojnicki attended the Plants of Concern monitoring training.
  3. I met with Jonathon Miller and Wheaton College students to discuss the deer exclusion study.
  4. I interviewed a summer intern from Wheaton College. He will be conducting water quality monitoring on Ferson Creek as it runs through Gray Willows Farm.
  5. I met with a representative from the Fox Valley Community Foundation regarding grant opportunities.
- Volunteer Service:**

<b>Total Volunteer Hours: 1243.5;</b>	<b>IRS Value: \$30,018.09;</b>	<b>Staff Value: \$12,435.00</b>
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  1. Thanks to our volunteer stewards we were able to have a successful spring burn season.
  2. We are currently planning multiple spring/summer volunteer workdays.
- Upcoming:**
  1. We will follow up on re-sprouts from winter clearing.
  2. We continue to work with Wheaton College.
  3. We will work on grant applications for assorted projects.
  4. I will continue to work on various Eagle Scout projects.
  5. We will do spring weed control.
  6. We are beginning the water quality study at Gray Willows Farm with Wheaton College.
  7. I will host a booth at Ferson Creek Elementary School Bingo night.
  8. We will participate in Planning Commission site tours April 18<sup>th</sup>.

*Website Improvements Report – Trustee Stutesman:* T. Stutesman stated he will make the Facebook portion of the new Township website. Then we will see if people use it and that will tell us what to do next. That is whether to do an RFP (Request for Proposals), or not. He is not looking to build the new Township and Open Space web sites himself, or to be the webmaster.

*Planning Commission Report – Maureen Zwier, Chairwoman:* Chairwoman Zwier stated committee members were joined by Allison Bastion, Director of the St. Charles Arts Center, and Laurel Garza, of the Corron Farm Preservation Society, for a tour of the Fessenden House. The committee discussed trail widths, surface materials, and naming of trails to develop uniformity among all the properties. The committee decided to approve a trail width of 12 feet where possible. Jerry Johnson, Executive Director of Garfield Farm, mentioned creating a Lillian Cornell memorial area in Fessenden House. With the Township Board’s approval, the committee would like to pursue that with the assistance of Mr. Johnson. On the topic of converting to a park district, there is a legal process that must be followed that will involve legal fees. The first step is finding the communities attitudes about this through a survey. After we get more people visiting the properties we can revisit the park district conversation. The committee recommended I start and administrate a Campton Township Planning Commission Facebook page. It also asked for us to work with Josh on creating an Open Space Instagram account with the Township Board’s approval.

*Supervisor Report – John Kubar:* Supervisor Kubar stated:

- The Township closed on the Snow property on March 23<sup>rd</sup>, 2018. We purchased approximately forty acres which is located on Anderson Road. The acquisition is considered an in-fill property as it is adjacent to the Township's Motz farm and the Headwaters Conservation Area. The property will not only expand the Headwaters Conservation Area, but it will also further protect the wetlands mitigation bank. We are looking to restore the property to native prairie in the future.
- We executed a farm lease agreement with Rodger Biddle to farm the Snow property for the next three years. The agreement was our standard farm lease agreement. The farm will be farmed at \$250.00 per acre, per year. Mr. Biddle will be using no till methods. This will reduce soil erosion.
- We received notice from the Kane County Board of Appeals for a Special Use Permit. The Kane County Market would like to serve beer and wine at their location. Comments have to be submitted by May 8<sup>th</sup>. The petition has been submitted to the Campton Township Planning Commission for comment.
- I attended the Campton Township Open Space Foundation Board Meeting. They are preparing for their presentation at the Annual Town Meeting next week. They would like the Township to place links from our Open Space and Township websites to the Foundation's website.
- I also attended the Corron Farm Preservation Society Board meeting on March 15<sup>th</sup>. Major items covered included:
  - Gift Acceptance Policy
  - National Register Project – Update
  - Corporate/Family Foundation Appeal
  - Fundraising Events for 2017 – 2018
    - Spring
    - Fall

## **5. Approval of Minutes:**

*a. Board Meeting March 13, 2018:* T. Stutesman moved the Board approve the minutes of the meeting of March 13, 2018. E. Murphy seconded the motion. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

**6. Citizens' Comments:** None.

## **7. Old Business – Presentation and Discussion for Action:**

*a. Discuss and Act Upon Annette Luyten Having a Wedding at Corron Farm October 6, 2018:* J. Nelson stated he will meet with her to see if she is still interested. T. Stutesman moved the Board table this agenda item. S. Galloway seconded the motion. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

## **8. New Business – Presentation and Discussion for Action:**

*a. Discuss and Act Upon Approving Jillian Jenkins Having a Wedding at Headwaters on August 18, 2018:* Mark Mangin stated he was requesting a wedding at the Headwaters. J. Kubar asked will you want alcohol there? Answer was yes. J. Kubar stated you will need to provide the Township with a Certificate of Insurance naming Campton Township as an additional insured. T. Stutesman moved the Board approve the wedding subject to staff's recommendation and a Certificate of Insurance being provided naming the Township as an additional insured. J. Miller seconded the motion. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

*b. Review and Act Upon Memorandum of Understanding Campton Township and Campton Township Open Space Foundation:* J. Miller moved the Board approve the Memorandum of Understanding between Campton Township and the Campton Township Open Space Foundation subject to the following changes:

**Under TOC agrees to:**

-----Provide the CTOSF the opportunity to secure funding (corporate or individual) through sponsorships or naming rights (of events or property) --- **delete "in accordance with the TOC policies"--- add "subject to approval of the Campton Township Board"**.

-----Review this MOU on an annual basis with the CTOSF and maintain **add "dissolve,"** or amend as necessary.

**Under CTOSF agrees to:**

-----Make aware the TOC of any sponsorship or naming rights negotiations prior to finalizing any such agreement **add "which is subject to final approval of the Campton Township Board."**

T. Stutesman seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

*c. Review and Act Upon Campton Road District Budget and Appropriations Ordinance 18-1R:* T. Stutesman moved the Board approve the Campton Township Road and Bridge Fund Budget and Appropriation Ordinance NO. 18-1R. J. Miller seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

*d. Review and Act Upon Campton Township Budget and Appropriations Ordinance 18-1T:* T. Stutesman moved the Board approve the Campton Township General Town Fund Budget and Appropriation Ordinance NO. 18-1T. S. Galloway seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

*e. Review and Act Upon Approval Line Item Amendments to Fiscal Year 2017-2018 Budget:* E. Murphy moved the Board approve the Financial Year 2017-2018 Line Item Budget Amendments. T. Stutesman seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

*f. Review and Act Upon Approval of Year End Fiscal Report March 31, 2018 for Annual Meeting:* T. Stutesman moved the Board approve the Campton Township Annual Fiscal Report of April 1, 2017 to March 31, 2018 for the Annual Town Meeting. S. Galloway seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

**9. Claims and Demands Authorized for Payment:**

*a. Town Fund \$5,906.84:* T. Stutesman moved the Board approve the claims and demands on the Town Fund in the amount of \$5,906.84. J. Miller seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

*b. Road and Bridge Fund \$33,465.10:* J. Miller moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$33,465.10. E. Murphy seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

*c. Capital Improvement Fund \$-0-*

*d. Open Space Fund \$7,914.21:* S. Galloway moved the Board approve the claims and demands on the Open Space Fund in the amount of \$7,914.21. T. Stutesman seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

**10. Executive Session – Review Executive Session Minutes of March 13, 2018:** J. Miller moved the Board go into Executive Session for the purpose of reviewing Executive Session minutes of March 13, 2018. S. Galloway seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed and Executive Session began at 8:40 p.m.

**11. New Business Continued:** Supervisor Kuper reconvened the regular session at 8:43 p.m.

*aa. Review and Act Upon Approve Executive Session Minutes of March 13, 2018:* J. Miller moved the Board approve the Executive Session minutes of March 13, 2018. T. Stutesman seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed.

**12. Adjournment:** S. Galloway moved the meeting be adjourned. J. Kuper seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller voted aye. The motion passed and the meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Richard Johansen

Clerk





