

**1. 2. 3.** The August 13, 2019 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, Galloway, and Murphy present. Trustee Miller was absent.

#### **4. Reports:**

*Highway Commissioner – Sam Gallucci:* Commissioner Gallucci's report stated the Highway District picked up downed trees caused by storm damage; removed excess soil on Forest Lane to improve drainage; replaced culverts crossing under Black Willow, Saddlebrook, and West Brookside Drives, Bridle Creek and 41W610 Far View Roads, and Red Barn Lane; completed cross culvert paving on Far View Road and Forest Lane; trimmed trees on Echo Valley Lane and Far View Road; and repainted stop lines and crosswalks in Fox Mill Subdivision. The 2019 road resurfacing with a 2 ¼" overlay of asphalt was completed on East and West Arboretum Lane, Pioneer and Audubon Courts, and Arbor Creek Road. The Road District contracted with Lily Lake to do the mowing on IC Trail, and Hanson and Read Roads. Weeds were trimmed around street signs, intersections, guardrails, and large culverts throughout Campton Township and the Village of Campton Hills; all grates and storm drains were cleaned of debris throughout the Township and Village; gravel was applied to shoulders throughout the Township and Village; trash was picked up along numerous intersections throughout the Township and Village; mowing continued 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 the District checked for the issuance of culvert permits throughout the Township and Village. Ongoing maintenance on Township vehicles and equipment was performed in-house by Highway District staff.

*Assessor – Alan D. Rottmann:* Assessor Rottmann stated the property Assessments have been published. August 26<sup>th</sup> is the deadline to file appeals.

*Solid Waste District – Steven Cartwright, President:* Solid Waste District President Cartwright stated our garbage haulers contract is up April 1, 2020. We are working on our RFP (Request for Proposals) to send by U.S. postage to all waste haulers that are approved by Kane County. These are Advanced Disposal Services, DC Recycling Systems, Flood Brothers Disposal Company, Groot Industries, Lakeshore Recycling Systems, MDC Environmental Services, and Waste Management. When we get the proposals back, we will sit down with our consultant Walter Willis and examine the merits of each. Then we will discuss this with the Solid Waste District lawyer. We expect we will pick who to negotiate with by the end of January 2020 so we can have a contract in place by April 1, 2020.

*Financial Report – Louise McKay, Finance Director:* Finance Director McKay's report stated:

- The Electronic version of the audit was sent to Speer Financial and Speer forwarded receipt of its posting on EMMA (Electronic Municipal Market Access) to the Township. In addition, information was supplied to Speer Financial for the preparation of the Annual Bond disclosure and financials were also sent to the Township's bank.
- The Audited Financial Statements approved at the last Board meeting were uploaded to the State website. Unfortunately, the Annual Financial Report (AFR) was not submitted because the State Comptroller's website was not open/operational for accepting

submissions. The State's website for filing the AFR was activated late in the day of August 7<sup>th</sup>. Currently, Sikich is preparing the AFR for my review before submission. Work will begin on the Treasurer's Report after the Annual Financial Report is complete in order to meet the September 30 deadline.

- Kane County Property Tax distributions for July and August have historically been a smaller distribution. The next large distribution will be in September.
- PMA investments paid the balance of the \$668 of interest income for the 2008A investment in JP Morgan Chase DTC maturing 6-30-25. There was no investment coupon interest received in July. The last few investments were certificates of deposits which pay interest upon maturity. For example, Servis First Bank, a one-year certificate of deposit maturing 1-30-20 was purchased for \$243,000 with a maturity value of \$249,825.
- The second quarter payroll and payroll taxes were reconciled. The second quarter payroll tax returns were prepared and submitted on a timely basis.
- The Statement of Revenues and Expenditures indicates Town Assessor, Town General Assistance, Town Parks, Capital Improvements, Road District and Open Space Admin. are within budget for the current period and year to date. The pending purchase of the new park property has created deficits in Town Admin accounts Legal Service and Land Acquisition (survey and appraisal). These amounts will be transferred to the Capital Improvements Fund when the property is purchased to capture all related costs. The transfer will eliminate the budget deficit in Town Admin but create another in Capital Improvements Fund and a budget amendment will be necessary. Open Space Fund Maintenance is predicted to have a deficit for the year mainly due to the ongoing stabilization and restoration of the Corron Farm Dairy Barn.

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

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

- **At Anderson Park** mowing and weed whacking was done, dead trees cut down and hauled away, the parking lot, trails, and ball field fences herbicided, and a gravel trail graded.
- **At Burlington Park** mowing and weed whacking was done, the building area herbicided, and branches cut down and hauled away.
- **At the Community Center** mowing and weed whacking was done, the ballfield fence and building area herbicided, and the parking lot restriped.
- **At Corron Farm** mowing and weed whacking was done, trails were mowed, trees along the trail pruned, storm damaged tree branches were hauled away, and dairy barn repairs are still going on.
- **At Gray Willows** mowing and weed whacking was done, storm damaged trees were cutdown and hauled away, the parking lot and barn area herbicided, trails and the campground were mowed, shrubs around the main house and rear patio were trimmed, and a 4x4 was added to support the front porch roof.
- **At the Headwaters Conservation Area** mowing and weed whacking was done, the playground and parking lot herbicided, and trails mowed.
- **At the Harley Woods, Torchy Property** mowing and weed whacking was done.
- **At Brown Road Meadows** mowing and weed whacking was done, and the parking lot herbicided.
- **At Poynor Park** mowing and weed whacking was done, trails were mowed, the parking lot herbicided, a kiosk door and road sign repaired, and asphalt on the main drive was patched.
- **At Town Hall** mowing and weed whacking was done.
- **In general** maintenance on the bobcat and green truck was performed, a slide at Lily Lake Park was repaired, two tournaments were held at Anderson Park, a quote of \$3,400 was obtained for new windows at the Corron Farm dairy barn, a dog fountain was ordered for Corron Farm, event planning occurred for Poynor Park, the Gustafson property was cleaned up for the grand opening, a window was repaired at the Gustafson property, office staff was assisted, and summer help is going back to school.

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

- **Projects Completed/Ongoing:**

1. Assisted Operations staff as needed.
  2. Continued work at Corron Farm in cooperation with the Preservation Society on the Clean Energy Community Foundation Grant.
  3. V3 continues work on the Gray Willows and Headwaters wetland restoration. V3 has begun contracted cattail/phragmite control in the Phase I portion.
  4. Assisted as needed with Whitney Schoolhouse preparations and open house celebration.
  5. Significant amount of time spent targeting reed canary grass, sweet clover, giant ragweed, teasel, and cattails across all sites.
  6. Began native seed collection. Will begin public collection in a few weeks.
  7. Led homeschool hike at Gray Willows Farm.
  8. Frequently watered trees, new plantings, and filled community garden tanks due to hot and dry conditions.
  9. Hosted booths at National Night Out, Highway Life Music Fest, and Ferson Creek Elementary Welcome Day.
- **Trainings/ Meetings:**
    1. Met with potential Eagle Scout candidates regarding projects.
    2. Attended Kane County Forest Preserve seed harvest.
    3. Met with representatives from DeKalb Forest Preserves to discuss and tour Gray Willows and Headwaters.
    4. Attended Planning Commission meeting.
    5. Attended Midwest Groundcovers open house and participated in assorted tours.
    6. Met with Kane County Forest Preserve regarding coordinated National Public Lands Day event at Corron Farm.
  - **Volunteer Service:**

	Hours	IRS Value	Staff Value
<b>Total Volunteer Hours to Date</b>	272	\$6,566.08	\$2,720
<b>Volunteer Steward Hours to Date</b>	74	\$1,786.36	\$740
  - **Upcoming:**
    1. Conclusion of summer weed control.
    2. Continued native seed collection.
    3. Assisting with Whitney Schoolhouse project.
    4. Multiple field trips/site tours scheduled.
    5. Further development of volunteer programs.
    6. Preparations for Fall/Winter plantings.
    7. Preparations for Prairie Fest.

*Website Improvements Report – Trustee Stutesman:* Trustee Stutesman stated at National Night Out people asked about Campton Township Open Space. He recommends creating a card to hand people about our Open Space with a code they can scan for more information. We can give this out at Prairie Fest. We can put the code on Open Space signs.

*Planning Commission Report – Jesse Varsho:* Absent.

*Supervisor Report – John Kupa:* Supervisor Kupa stated:

- The celebration of the restoration of the Whitney School House and purchase of the Whitney residence and surrounding property was held on Saturday, July 20<sup>th</sup>, 2019. Over 75 Township residents attended including Art and Karen Gustafson. Township residents overwhelmingly approved the preservation of the Whitney School house and the purchase and preservation of the Whitney property. My remarks at the open house include the following:

*“On behalf of Campton Township I would like to welcome you to the celebration of the restoration of the Whitney School House. In July of 2016 we started discussions on preserving the Whitney School House with Erica Ruggerio of Skyline Council of LandMarks Illinois, Art and Karen Gustafson, and members of the Campton Township Open Space program staff. The Whitney School House is the second oldest surviving school house in northern Illinois. It was built in 1852. We were concerned that if the Gustafson property was sold, the new owners may not preserve the school house. Art and Karen agreed to sell Campton Township the Whitney School House for \$1.00 provided we agree to move it and restore it at another Township location. In 2018, we applied for and received a Kane County Riverboat Grant to move the*

*Whitney School House to the Township's Gray Willows Farm. Skyline Council's engineers, architects, and preservationists went to work to finalize the restoration and relocation plan.*

*The move for the school house was planned for May of 2019. A week before the move we were on-site looking at the School House and Erica made the comment that it is sad that we are removing a historic structure that has been on this site for 170 years. I was told that preservationists prefer to keep structures on their original location at all costs. We had several meetings with Art and Karen Gustafson over the last month and a half to discuss this concern and possible outcomes.*

*I am very pleased to announce that Campton Township and Art and Karen Gustafson have come to an agreement for the purchase of the 6.1 acre Whitney Family Farmstead including the 1890 Daniel Whitney residence and agricultural outbuildings. This purchase was made possible by a generous donation by Art and Karen. This acquisition will allow us to preserve all the structures on this site for future generations to enjoy. And by the way, the school house is staying right here. It's not moving anywhere.*

*I would like to thank Art and Karen in their support of our Open Space program and belief in our mission of historic preservation and education. I also would like to thank Erica for her enthusiasm and unending drive for this undertaking. Others I would like to thank are Josh Nelson and Barbara Wojnicki for their countless hours of work on this effort along with the Skyline Council of Landmarks Illinois and the Campton Township staff."*

- The Township will be closing on the Gustafson property on Friday August 16<sup>th</sup>, 2019. The appraisal, survey, and contract have all been completed. The appraisal of the property was valued at \$700,000.
- The Township was well represented at the National Night Out event which was held on Tuesday, August 6<sup>th</sup>. The Corron Farm Preservation Society, Campton Township Open Space Program, and the Campton Township Highway Department all had displays at the event.
- The Highway Life Music Festival was held at Poynor Park last Saturday, August 10<sup>th</sup>, 2019. The event included several music venues/bands and displays. The event was a success as over \$1,500.00 was raised for charity. We hope to host this event next year.

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

*a. Board Meeting July 9, 2019:* T. Stutesman moved the Board approve the minutes of the meeting of July 9, 2019. E. Murphy seconded the motion, qualifying it by a spelling correction of "advice" in place of "advise" on page one in the *Solid Waste District* paragraph. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, and Murphy voted aye to approve the minutes as corrected. Trustee Miller was absent. The motion passed.

*b. Special Meeting July 24, 2019:* T. Stutesman moved the Board approve the minutes of the Special Meeting of July 24, 2019. E. Murphy seconded the motion. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed.

**6. Citizens' Comments:** Sheriff's Deputy Phelps stated Kane County granted a permit for beer at the Highway Life Music Fest at Poynor Park.

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

*a. Review and Act Upon Hiring Tech Support for Clerk's Computer:* J. Kubar stated the Village of Campton Hills will be too slow to do this. Clerk Johansen stated my printer will not follow directions from my computer about selecting letter size or legal size paper to print on. It frequently prints letter size documents on legal size paper so that I have to cut off the bottom of the document with a scissor. The sound is not working on my computer. I have a pop-up intruder box on the lower left side of the screen that frequently obstructs what I need to see to do my work. The printer has forgotten how to address envelopes. This has been going on for some time and it is handicapping me in doing my work. J. Kubar asked Trustee Stutesman to assist Clerk Johansen in fixing his computer. Trustee Stutesman agreed he would, but stated

he would not do it on a permanent basis. Clerk Johansen stated he needed tech support on a permanent basis in order to perform the functions of his job. Mark Rake was not able to solve this. T. Stutesman moved the Board table this agenda item. E. Murphy seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed.

**8. New Business – Presentation and Discussion for Action:** None.

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

*a. Town Fund \$11,576.49:* E. Murphy moved the Board approve the claims and demands on the Town Fund in the amount of \$11,576.49. T. Stutesman seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed.

*b. Road and Bridge Fund \$27,992.33:* S. Galloway moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$27,992.33. T. Stutesman seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed.

*c. Capital Improvement Fund: \$0*

*d. Open Space Fund \$34,593.36:* T. Stutesman moved the Board approve the claims and demands on the Open Space Fund in the amount of \$34,593.36. S. Galloway seconded the motion. In a roll call vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed.

**10. Executive Session – Review Executive Session Minutes of July 9, 2019; May 14, 2019; December 11, 2018; and August 14, 2018; Review Whether to Destroy Approved Executive Session Audio Tape Minutes Older than 18 Months; Land Acquisition:** T.

Stutesman moved the Board go into Executive Session for the purpose of Reviewing Executive Session minutes of July 9, 2019; May 14, 2019; December 11, 2018; August 14, 2018; to review whether to destroy approved Executive Session audio tape minutes older then 18 months; and for land acquisition. The motion was seconded by S. Galloway. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed at 8:22 p.m., and Executive Session began.

**11. New Business Continued:** Supervisor Kuper reconvened the regular session.

*aa. Review and Act Upon Approve Executive Session minutes of July 9, 2019:* T. Stutesman moved the Board approve the Executive Session minutes of July 9, 2019. E. Murphy seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed.

*bb. Review and Act Upon Whether to Open Executive Session minutes of May 14, 2019; December 11, 2018; and August 14, 2018:* E. Murphy moved the Board open the Executive Session minutes of May 14, 2019; December 11, 2018; and August 14, 2018. S. Galloway seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted no. Trustee Miller was absent. The motion passed.

*cc. Review and Act Upon Whether to Destroy Approved Executive Session Audio Tape Minutes Older than 18 Months:* T. Stutesman moved the Board approve destroying all approved Executive Session audio tape minutes older than 18 months. S. Galloway seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed.

**12. Adjournment:** T. Stutesman moved the Board adjourn the meeting. S. Galloway seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, and Murphy voted aye. Trustee Miller was absent. The motion passed and the meeting adjourned.

Respectfully Submitted,

Richard Johansen

Clerk

