

**1. 2. 3.** The December 10, 2019 Board meeting was called to order by Supervisor Kupa at 7:35 p.m. at the Community Center. The Pledge of Allegiance was recited. Clerk Johansen called the roll with Supervisor Kupa and Trustees Galloway, Murphy, and Miller present. Trustee Stutesman was absent.

**4. New Business – Presentation and Discussion for Action:**

*a. Discuss and Act Upon allowing Joe Miller to Attend Meeting via Phone:* J. Miller moved the Board table this agenda item since he was physically present at this meeting. E. Murphy seconded the motion. In a voice vote Supervisor Kupa and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

*b. Presentation of Eagle Scout Project Final Report, Kyle Schermerhorn, Troop 13:* Eagle Scout candidate Kyle Schermerhorn reported on his habitat restoration at Gray Willows Farm. He stated he, and his volunteers, put in a total of 266-man hours on this project. They built an Osprey nesting platform for large birds in the wetland area of Gray Willows. They also built five seed racks to dry out collected seeds, then they collected seeds to help with prairie restoration, and cleared a large area of invasive species to assist native plants in growing back. He raised \$1,297.05 for this project and used \$811.41 for materials, equipment, food and water for volunteers. The rest of the money will be given to Campton Township to help fund future Eagle Scout projects. Supervisor Kupa thanked Kyle Schermerhorn for his successful project. Applause.

*c. Presentation of Eagle Scout Project Proposal, Logan Keen, Troop 13:* Eagle Scout candidate Logan Keen provided the Board with a ground level architectural drawing of the Gray Willows barn showing eleven stalls. He stated the barn is 35 feet by 70 feet with a concrete aisle running down the center and concrete footers running the length of the barn on each side. His group will power wash the interior lower level of the barn, and use hand tools such as brooms and brushes to clean specific areas including walls, windows, and fixtures. They will then replace the dirt floors in the horse stalls by excavating the dirt portion of the floor 3 inches below the top of the concrete footers and then backfill with crushed limestone base and compact it till final grade level with the concrete footers. This will allow the space to be used by the Township for public events and programs. He stated volunteers will be recruited from Troop 13 and his cross-country team. Funds will be raised by asking companies for discounts on products, and friends and family for donations. The overall budget is approximately \$1,000.00. They will begin in early spring and expect to take about two weekends. J. Kupa stated the

Board will require a test for lead in the paint. He thanked scout Logan Keen and signed the Boards approval for the project.

## **5. Reports:**

*Highway Commissioner – Sam Gallucci:* Commissioner Gallucci stated the District snowplowed and salted roadways on 11/14/19 throughout Campton Township, the Village of Campton Hills, and Campton Hills in Plato Township. Trucks broke down during this event but they were fixed. Brine (geo-melt & salt) was prepared for tanks on trucks to treat roadways. Campton Township highway crewmen attended CPR class on 11/6/19, first aid class on 11/13/19, and had a snowplow meeting on 11/14/19. The Road District contracted with the Village of Campton Hills to pick up two trees on McDonald Road, and to do cold patching in all subdivisions; with the Village of Lily Lake to do tree trimming on Foxmore Drive; and with the Village of Virgil to do cold patching on IC Trail and Welter Road. The District repaired damaged mailboxes and posts throughout Campton Township and the Village of Campton Hills; all grates and storm drains were cleaned of debris throughout the Township and Village; roadways were assessed for drainage problems and potholes, and 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. Ongoing maintenance on Township vehicles and equipment was performed in-house by Highway District staff.

*Assessor – Alan D. Rottmann:* Assessor Rottmann stated he is reviewing all subdivisions and keeping up with new construction. He moved Katy Bolger up to Deputy Assessor since Sue Kroll retired.

*Solid Waste District – Steven Cartwright, President:* District President Cartwright stated Kane County had a recycling event at Brown Road Park with 378 people recycling. There will be two Christmas tree pick-ups the first two weeks of January. The Solid Waste District is in contract discussions with waste haulers.

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

- The final property tax distribution from Kane County was November 20<sup>th</sup>. The actual tax distributions less the annual budget created the following budget variances: Town -\$1,150.06, Net Road -\$15,423.99 and Open Space \$38,494.92. Note the additional distribution for Open Space Bonds and interest may only be used for General Obligation Bond Debt payments and these funds are segregated in the BMO Money Market Campton Township Open Space Tax Receipts. The Town and Road unfavorable variances in property tax distributions have offsets by the increased interest income and permit fees.
- PMA investment revenue in the Statement of Revenue and Expenditures is net of the amortization of premiums and discount. The actual cash proceeds from coupon interest deposited into the Maintenance Money Market account was \$5,312.50.
- The GO (General Obligation) Bond 2010B Build America Bonds rebate receipt of \$23,153.30 was received via wire on November 19<sup>th</sup> and is reflected in the Open Space Revenue in the Grant Proceeds line item. The auditors classify the rebate as Grant Proceeds due to the nature of the payment; the payment is an IRS tax rebate of interest expense for the Build America Bonds. This payment and previous rebate payments, less the funds used for Open Space land acquisition, leaves a balance of approximately \$249,000 of rebate monies. The other monies in the BMO Open Space Money Market are funds from wetland credits and \$5,000 from the Campton Township Open Space Foundation.

- Capital Improvement Fund expenditures have an unfavorable expenditure variance. The ongoing expenditures for the Whitney School House will have an offset when the Riverboat Grant funds are received.
- Town Fund Administration, Assessor, and Open Space Administration total expenditures for the month of November have a favorable budget variance and a favorable year to date variance. All over budget line items have offsetting under budget line items.
- The Open Space Fund Maintenance for the month of November has a total favorable budget variance. Open Space Fund Maintenance total year to date budget is unfavorable. Wages, Contractual Natural Areas and Supplies Natural Areas will have excess funds for the year, which will offset the year to date unfavorable budget variances.
- Road & Bridge Fund Administration and Maintenance budget overages currently have offsetting line items that are under budget.
- The Levy Ordinances were prepared for this meeting for Board approval.

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

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

- **At Anderson Park** snow drifts were plowed, culvert inlets were cleared, a barricade was placed to close off the parking lot areas, and the gravel parking lot and trail was regraded.
- **At Whitney Park** a roof leak was repaired, windows were insulated, attic access panels were reinstalled, footings were formed, stripped, and re-tarped, and a grant writing meeting was attended.
- **At the Community Center** ice control was applied to sidewalks, leaves were trak vaced, and electrical work was scheduled for the basement.
- **At Corron Farm** snow drifts were plowed, a barn door repaired, the dairy barn windows were installed, and fallen tree branches were cut up and hauled away.
- **At Gray Willows** a furnace was fixed, leaves were trak vaced, and the shop water spigot was repaired.
- **At the Headwaters Conservation Area** snow drifts were plowed, the playground was inspected, mouse bait applied, and a fire inspection was passed.
- **At the Harley Woods, Torchy Property** no report.
- **At Poynor Park** the parking lot was regraded, the port-o-let returned, trash picked up, and the park was closed for the season.
- **At Town Hall** the fence was repaired, and branches picked up.
- **In General**, office staff was assisted, a budget meeting occurred, quotes on a cement foundation for the Whitney School House were obtained, used solid tires for the bobcat were purchased, staff attended a first aid class, a quote of \$2,450.00 for a topographical survey of Whitney Park was obtained. *J. Kupa stated he will obtain another quote for the Whitney Park topo.*

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

**Projects Completed/Ongoing:**

- Assisted Operations staff as needed.
- V3 Continues work on the Gray Willows and Headwaters wetland restoration. V3 donated 2 days of herbicide work to assist with Township managed areas at Gray Willows.
- Led Homeschool hike at Headwaters.

- Finished processing native seed. Currently finalizing inventory and mixing. Received donations from Kane County Forest Preserve District and Midwest Groundcovers. (Natural Garden Natives)
- Attended Ferson Creek Frosty Fest (Children’s Christmas market) to sell donated hot sauce and offer free craft activity. Raised ~\$200.00.
- Received donation of \$3,000.00 in native trees and shrubs from Wasco Nursery. Planted at multiple sites including Corron Farm, Gray Willows, Harley Woods, and Poynor Park.
- Concluded late season herbicide focused on Garlic Mustard, Chervil, Dames Rocket, and Reed Canary Grass.
- Began winter brush clearing projects.
- Began processing all growing season GIS (Geographic Information Systems) data.
- Concluded pumpkin fundraiser. Raised ~\$400.00.

**Trainings/Meetings:**

- Met with potential Eagle Scout candidates regarding projects.
- Attended Kane County Forest Preserve seed mixing event.
- Met with Matt Zerby of Wasco Nursery to discuss partnerships and coordinated projects.
- Attended Planning Commission meeting.
- Staff attended first aid training.
- Attended Fermi Lab ELM (Ecological Land Management) meeting.
- Met with Joe Garbarski to discuss application for Illinois Clean Energy Community Foundation grant with Campton Township Open Space Foundation. To be used for stewardship of Harley Woods.
- Met with Michelle Kelly of Upland Design to discuss OSLAD Grant at Whitney Park.
- Attended GIS Day at Kane County.

**Volunteer Service:**

	Hours	IRS Value	Staff Value
<b>Total Volunteer Hours to Date</b>	913	\$22,039.82	\$9,130
<b>Volunteer Steward Hours to Date</b>	175	\$4,224.50	\$1,750

- Continued work on Eagle Scout projects.

**Upcoming:**

- Winter brush clearing projects.
- Assisting with Whitney Schoolhouse project.
- Further development of volunteer programs.
- Establishment of new Gray Willows trails.
- Assorted grant applications.

*Website Improvements Report – Trustee Stutesman:* Absent.

*Planning Commission Report – Jesse Varsho, Chairman:* Plan Commission Chairman Varsho stated this is from the **draft zoning Ordinance** the Village is working on. The Township has 1200 acres of Open Space within Campton Hills. **Permitted uses** on Township Open Space land means you don’t have to ask. This includes agricultural, the art gallery and art studio the Township is working on, and the Gray Willows campground, for example. **Special uses** are by special permit meaning there is no zoning change, just a permit. These would be outdoor events on open space. They are allowing **single family. E. Murphy stated these are caretakers, or site managers**. Varsho continued

stating **for Open Space owned by a governmental entity, develop by Oslad standards. For outside recreational facilities there is something about parking.** He will circulate a copy to the Board next week. J. Miller stated this is the best way for citizens to get the best uses of Open Spaces their taxes paid for without jumping through myriad hoops of two governmental entities. Varsho continued stating they hope to have a **draft plan in January for horses** to use trails on Open Space. **J. Kupa stated we need to keep invasive species out of Gray Willows and the Headwaters because of wetland mitigation, so some areas will be off limits to protect from invasive species in wetlands. We need to research this.**

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

- The Township received the 3<sup>rd</sup> Quarter Reports for both the Gray Willows and Headwaters Wetland Mitigation Banks. Both mitigation banks are progressing nicely in their development. We currently have a total of 9.909 credits available;
  - 7.785 at Gray Willows, and
  - 2.124 at Headwaters.
- We have six pending sales totaling 8.372 credits. Pending the completion of V3's 2019 monitoring report for Headwaters, we hope to release an additional 7.56 credits if we meet interim vegetation performance standards.
- I was just notified this morning that two credit sales have been completed. We will place the funds in our Capital Improvement Fund for restoration activities.
- I continue to work with Mark Meztger of Campton Township for the Maple Festival 2010. The Festival is tentatively scheduled for February 29<sup>th</sup>, 2020.
- We are in active discussions with the Split Rail HOA on their adjacent wetlands to Gray Willows. An update will be provided tonight in Executive Session.
- I was briefed by Steven Cartwright, President of the Campton Township Solid Waste District, on the results of the recent Request for Proposals for solid waste services in the Township. Steve and members of the District have done a great job in this procurement and evaluation process.
- Tom Serewicz, Josh Nelson, and I met with members of the Skyline Council of Illinois regarding the progress of the restoration of the Whitney Schoolhouse. Two major issues were discussed;
  - Modification of the footings and foundation walls, and,
  - Replacement or restoration of the schoolhouse wooden foundation beams. The foundation beams are compromised in several areas and an evaluation is underway to determine what can be saved and what has to be replaced.
- Finally, I want to wish all of you a wonderful holiday season and a new year filled with joy and good health for all of us and our families.

## **6. Approval of Minutes:**

*a. Board Meeting November 12, 2019:* S. Galloway moved the minutes of the meeting of November 12, 2019 be approved. J. Miller seconded the motion. In a voice vote Supervisor Kupa and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

## **7. Citizens' Comments:** None.

## **8. Old Business - Presentation and Discussion for Action:**

*a. Review and Act Upon Troop 13 Using Community Center as Meeting Location:* J. Miller moved the Board table this agenda item. E. Murphy seconded the motion. In a voice vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

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

*d. Review and Act Upon Town Levy Ordinance 19-02T:* E. Murphy stated she wanted to point out the Township operations for the last year operated on \$730,000. J. Miller moved the Board approve the Campton Township Tax Levy Ordinance No. 19-02T. S. Galloway seconded the motion. In a roll call vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The Ordinance passed.

*e. Review and Act Upon Road Levy Ordinance 19-02R:* J. Miller moved the Board approve the Campton Township Road District Tax Levy Ordinance No. 19-02R. E. Murphy seconded the motion. In a roll call vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The Ordinance passed.

*f. Review and Act Upon Proposed Dates for 2020 Board Meetings:* J. Miller moved the Board approve the proposed meeting dates for 2020 Board meetings. S. Galloway seconded the motion. In a voice vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

*g. Review and Act Upon Upland Design Services at Whitney Park:* Josh Nelson of Campton Township Parks and Open Space presented the Board with a proposal by Upland Design for a Whitney Park site Master Plan and cost estimate in the amount of \$2,800 and OSLAD Grant application preparation for the same project in the amount of \$6,000, for a total of \$8,800. He stated we need the concept plan done in January. J. Miller moved the Board approve the project proposal in the amount of \$8,800.00. S. Galloway seconded the motion. In a roll call vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed. J. Kubar asked Josh to get the concept plan for Whitney Park to the Board and Plan Commission. This may be for a Committee of the Whole meeting in the first half of January.

#### **10. Claims and Demands Authorized for Payment:**

*a. Town Fund \$6,283.47:* E. Murphy moved the Board approve the claims and demands on the Town Fund in the amount of \$6,283.47. S. Galloway seconded the motion. In a roll call vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

*b. Road & Bridge Fund \$81,979.85:* S. Galloway moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$81,979.85. E. Murphy seconded the motion. In a roll call vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

*c. Capital Improvement Fund \$7,878.50:* J. Miller moved the Board approve the claims and demands on the Capital Improvement Fund in the amount of \$7,878.50. E. Murphy seconded the motion. In a roll call vote Supervisor Kubar and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

*d. Open Space Fund \$6,423.39:* S. Galloway moved the Board approve the claims and demands on the Open Space Fund in the amount of \$6,423.39. E. Murphy seconded the motion. In a roll call vote Supervisor Kuper and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

**11. Executive Session – Review Executive Session Minutes of November**

**12, 2019; Land Acquisition:** S. Galloway moved the Board go into Executive Session for the purpose of reviewing the Executive Session minutes of November 12, 2019; land acquisition, and include Restoration Ecologist Nelson in the meeting. J. Miller seconded the motion. In a voice vote Supervisor Kuper and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed and Executive Session began at 9:12 p.m.

**12. New Business Continued:** Supervisor Kuper reconvened the regular session at 9:34 p.m.

*aa. Review and Act Upon Approve Executive Session Minutes of November 12, 2019:* J. Miller moved the Board approve the Executive Session minutes of November 12, 2019. S. Galloway seconded the motion. In a voice vote Supervisor Kuper and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

**13. Adjournment:** S. Galloway moved the Board adjourn the meeting. J. Miller seconded the motion. In a voice vote Supervisor Kuper and Trustees Galloway, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed and the meeting adjourned at 9:34 p.m.

Respectfully Submitted,

Richard Johansen

Clerk





