

**1. 2. 3.** The February 11, 2020 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 Trustee Miller present. Trustees Stutesman, Galloway, and Murphy were absent. Supervisor Kupa stated a quorum is not present. We cannot vote on anything until a quorum arrives so we will take Reports for now.

## **5. Reports:**

*Highway Commissioner – Sam Gallucci:* Commissioner Gallucci’s report stated brine was prepared with geo-melt and salt for tanks and trucks to treat roadways. Roadways were snowplowed and salted on 01/12, 01/13, 01/17, 01/18, 01/23, 01/24, 01/25, 01/31/2020 throughout Campton Township, the Village of Campton Hills, and Campton Hills in Plato Township. The Road District contracted with the Village of Campton Hills to add shoulder gravel to fix a hazardous drop off on McDonald Road between Phar Lap and Falcons Trail; and to pick up and dispose of dead animals. The District repaired damaged mailboxes and posts throughout Campton Township and the Village of Campton Hills; cleaned all grates and storm drains of debris throughout the Township and Village; continued to apply shoulder gravel throughout the Township and Village; assessed roadways for drainage problems and pot holes; repaired potholes with cold patch throughout the Township and Village; checked all stop signs in the Township and Village on a weekly basis and replaced damaged or missing ones; and 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 replaced two computers this year. He is reviewing all real estate sales with only minimal reassessing being done. We are done with the Board of Review. J. Kupa asked how is the real estate market doing? Answer was the market for upper end houses is not doing well but houses around the 325K range are hot.

**Solid Waste District** – *Steven Cartwright, President:* Solid Waste District President Cartwright gave a report which stated:

The Campton Township Solid Waste Disposal District (CTSWDD) was established in November of 1990 by voter referendum. It was created as part of a larger effort to stop Kane County from buying 2,000 acres and siting a 1,000-acre land fill in the Lily Lake area. Our mission is to reduce the volume of trash which ends up in landfills, and to negotiate the most cost-effective and convenient means of solid waste disposal for the residents of Campton Township.

**The CTSWDD website is at [www.ctswdd.com](http://www.ctswdd.com)** We encourage residents to join our email list for updates. We serviced 4,819 households on average in 2019. The District covers Campton Township excluding those portions in the Village of Elburn and the City of Elgin.

The current waste contract is with Waste Management from April 1, 2015 to April 1, 2020. It is an exclusive contract covering residential units. It does allow for farms to

opt into our service contract. The contract excludes hazardous waste, materials or substances as defined under applicable federal, state, or local laws or regulations.

**The current two-wheel carts with the three service level options** were started with the 2015 contract. The carts are the property of Waste Management and are included in the monthly service fees.

**The CTSWDD Board prepared an RFP (Request for Proposals) and a proposed solid waste contract beginning April 1, 2020 and sent it to our consultant, who is familiar with the northern Illinois waste hauling industry, for his review and revisions. The revised documents were sent to our legal counsel for his review and we made the required changes. Waste Management, Advanced, Groot, Flood Brothers, and Lakeshore were sent the RFP requests. We had a mandatory pre-proposal meeting and all of the companies attended except Flood Brothers. The remaining four companies submitted proposals. The proposals were reviewed by CTSWDD Board members and our consultant. Lakeshore's proposal was determined to be the best for the District based on CTSWDD Board and consultant's review. It has the lowest price, fewest requested legal wording changes compared to our proposed agreement, and offered additional services not included in our current agreement or the other proposals.**

**Here are the pricing examples based on the 96-gallon unlimited service level that 78% of residents use:**

Current Waste Management cost 2019/2020 per month \$22.46.

**Proposed Waste Management 2020/2021 base price \$28.30.**

**Lakeshore 2020/2021 base price \$19.95.**

The others were higher.

**We finalized the agreement in December 2019 and it was signed with Lakeshore at the January 18, 2020 Board meeting. We have been working with Lakeshore on the transition plan utilizing a five-day pick-up schedule.** This will allow for two operators and two trucks to service the waste and recycling for the district picking up about 1,000 residences per day.

Trustee Murphy arrived. Supervisor Kubar stated a quorum is present. We can vote on motions now.

#### **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. E. Murphy seconded the motion. In a voice vote Supervisor Kubar and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

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

- The 4<sup>th</sup> quarter wages were reconciled and payroll tax returns were prepared and submitted. The annual wages were reconciled and the W-2 file and the 1099 file were created. The W-2 forms were mailed on January 17<sup>th</sup> by Abila's tax service.
- PMA investments had a maturity on 1-13-2020 in the 2005A account and \$243,000 from ServisFirst Bank certificate of deposit. The interest received for the maturity in the 2005A account was \$6,825.03 for the one-year certificate of deposit.
- One farm Ag license that was due on December 31<sup>st</sup> has not been paid to date.
- All the Funds total expenditures are within budget for the total year to date except for Open Space and Capital Improvements. Capital Improvements budget overages are from the purchase of the property on Old Burlington Road and the Whitney Schoolhouse. The Open Space fund overage is due to the Corron Farm Dairy Barn restoration. The Open Space Fund should close the year with a balanced budget if minimal spending is followed for the remainder of the fiscal year.
- Preparation and meetings for the draft budget have continued during the month of January. We are still making a few adjustments and plan to email a draft

budget next week. The Tentative Budgets should be adopted at the March 10<sup>th</sup> Board meeting in order to comply with the 30-day budget notice requirement. Thirty days public notice of the budget is required before the Thursday April 9<sup>th</sup> Board meeting and Budget Public Hearing. The April Board meeting was scheduled for Tuesday April 7<sup>th</sup>. That meeting will need to be changed to Thursday April 9<sup>th</sup> to comply with the 30-day notice.

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

*Operations Manager – Tom Serewicz:* Operations Manager Serewicz's report stated:

- **At Anderson Park** snow was plowed, ice control applied, and a dead pine tree was cut down and hauled away.
- **At Whitney Park** snow was plowed and the inside of an out building was cleaned out.
- **At the Community Center** snow was plowed, snow piles were pushed back to make room for more parking, ice control was applied, and trees in the parking lot were cut down and hauled away.
- **At Corron Farm** snow was plowed, ice control was applied around the main house, and trees on the trail were pruned.
- **At Gray Willows** snow was plowed, logs were cut up and hauled off site, and the burn pile was pushed in.
- **At the Headwaters Conservation Area** snow was plowed, ice control applied, and trail trees pruned.
- **At the Harley Woods, Torchy Property** snow was plowed.
- **At Town Hall** snow was plowed and ice control applied.
- **In General:**
  - Snow was plowed and ice control applied at the Lily Lake office.
  - A budget meeting was held with Finance Director McKay.
  - Staff attended a turf trade show in Schaumburg.
  - We met with the new trash hauler company.
  - We assisted office staff.
  - Rust was repaired on truck 22.
  - We reviewed TOIRMA (Township Officials of Illinois Risk Management Association) insurance company sheets.
  - We met about the Eagle Scout project to repair the Gray Willows barn doors.
  - A bed liner was purchased for truck #56.
  - Rust repair was done on truck #56.
- **Brown Road Meadows:** closed.
- **Poynor Park:** closed.

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

**Projects Completed/Ongoing:**

1. Assisted Operations staff as needed.
2. V3 Continues work on the Gray Willows and Headwaters wetland restoration.
3. Equipment/office maintenance.
4. Assorted grant applications paperwork.
5. Majority of time was spent on brush clearing at multiple sites.
6. Processing all growing season GIS (Geographic Information Systems) data.
7. Led multiple programs for Ferson Creek Elementary School.
8. Applied for Illinois Clean Energy Community Foundation grant with Campton Township Open Space Foundation to be used for stewardship of Harley Woods.
9. Began planning Maple Syrup Fest.
10. Participated in Campton Hills Winter Wonders event.

**Trainings/Meetings:**

1. Met with Nancy Krasinski to plan upcoming educational events.

2. Josh Nelson attended Illinois Parks and Recreation Association conference.
3. Josh Nelson and Jason Welander attended the Illinois Landscape Conference.
4. Attended Plan Commission meeting.
5. Josh Nelson completed re-certification for Pesticide Applicator License.
6. Attended Fermilab Ecological Land Management meeting.

**Volunteer Service:**

	Hours	IRS Value	Staff Value
<b>Total Volunteer Hours to Date</b>	976	\$23,560.64	\$9,760
<b>Volunteer Steward Hours to Date</b>	193	\$4,659.02	\$1,930

1. Continued work on Eagle Scout projects.
2. Planning Earth Day service for Ferson Creek Elementary.

**Upcoming:**

1. Finishing winter brush clearing projects.
2. Assisting with Whitney Schoolhouse project.
3. Establishment of new Gray Willows trails.
4. Assorted grant applications.
5. Preparations for spring prescribed burn season.
6. Preparations for spring planting and growing projects.

*Website Improvements Report – Trustee Stutesman:* Absent.

*Planning Commission Report – Jesse Varsho:* Plan Commission Chairman Varsho stated: The plan Commission will meet tomorrow night February 12<sup>th</sup> at 6:30 p.m. at the Open Space offices on 40W668 Burlington Road, Campton Hills. A new Plan Commission member will be sworn in. We will discuss what to do with the buildings at Whitney Park and make recommendations.

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

- We continue to work with Mark Metzger on Maple Fest. Mark has generated a proposed Plan of Action and Milestones for the event. I introduced Mark to Township staff who will support him for various activities needed to be completed. Township staff have cleaned and painted the milk shed. In addition, areas of the horse barn that will be used to process maple sap have been cleaned and modified. The plan of action proposes the collection of sap at both Campton Township properties beginning on the 15<sup>th</sup> of February, with sap boiling taking place mostly on Saturdays, and Maple Fest occurring on March 14<sup>th</sup>.
- I met with Carl True, President of the Split Rail HOA (Home Owners Association). We are laying the framework for a cooperative effort for the restoration of wetlands which are owned by the HOA.
- Trustee Joe Miller and I met with Gerald Hodge, Campton Township attorney. We discussed issues related to the proposed Village of Campton Hills Zoning Ordinance and its potential effect on Township Open Space properties. In addition, we discussed potential acquisitions of new properties.
- The final set of well clusters will be installed this month which will complete the monitoring wells for the water study. The summery of the work includes the following:

**The Campton Township monitoring project aims to asses water levels in various aquifers that residential wells are reliant upon and determine if groundwater flow is occurring between these aquifers due to the presence of multi-aquifer wells. In year 2 of the Campton Hills project, 2 well pairs (for a total of 4 wells) were outfitted with Wellntel acoustic sensors to monitor water levels in the Galena-Plattville dolomite and St. Peter sandstone aquifers. One well pair was installed at the Arbor Creek**

**Subdivision (on Ridgeview Ct.) and another pair was installed at the Hazelwood subdivision (on Sanctuary Trail). In year 1, a pair was installed in Brookhaven subdivision, thus there are now 3 well pairs. Periodic site visits to monitoring wells to change batteries, reset sensors, and ensure calibration, were also made in year 2. Year 2 also consisted of finalizing a series of well density maps for the Township, which will be made available online as an interactive web application, and updating well density numbers for wells open to specific aquifers. A review of well deepening was also conducted, and determined that 5 dolomite wells have been deepened to the St. Peter, 2 dolomite wells were deepened to a deeper portion of the dolomite aquifer, and one St. Peter well was deepened to a deeper portion of the sandstone aquifer. A project web page has also been developed in year 2 and will become available soon, along with the interactive web application.**

- Josh Nelson and I attended the Illinois Green Industry Association dinner on January 28<sup>th</sup>. At the dinner, Matt Zerby, President, Wasco Nursery and Garden Center, was honored as a leader in the nursery and landscape industry in Illinois. Mat contributes a lot of his time and talent to the Township. He has volunteered to do the landscaping at the Whitney farmstead.
- The Township Board and Campton Township's Planning Commission met as a Committee of the Whole on January 23, 2020. We discussed issues we had with the Village of Campton Hills Proposed Zoning Ordinance as it relates to the Township's open space and we developed a strategy to work with the Village to resolve these issues.
- I spoke with Jerry Johnson, who is the Chairman of the Village of Campton Hills Planning Commission. We agreed to have a joint session of the Campton Township Board and Planning Commission with the Village Planning Commission on January 24<sup>th</sup>, 2020. We agreed to discuss the Township's concerns and develop a strategy to resolve these issues. Jerry would like the Township's Planning Commission to submit a list of our issues to him prior to the meeting.
- V3 submitted the 4<sup>th</sup> quarter 2020 Reports for the Gray Willows and Headwaters wetlands mitigation banks. At Headwaters, V3 requested the release of 7.56 credits due to meeting the interim vegetation criteria. The IRT requested a site visit in the spring to confirm site conditions. At Gray Willows, V3 has had inquiries for the purchase of 4.97 credits for 4 projects.
- I attended the Corron Farm Preservation Society Board meeting on February 4<sup>th</sup> 2020. Important dates to remember:
  - Maple Syrup Fest – March 14, 2020
  - Annual Meeting – April 23, 2020
  - Prairie Fest – September 19, 2020

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

*a. Board Meeting January 14, 2020:* E. Murphy moved the Board approve the minutes of the meeting of January 14, 2020. J. Miller seconded the motion. In a voice vote Supervisor Kubar and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

*b. Committee of the Whole January 23, 2020:* E. Murphy moved the Board approve the minutes of the Committee of the Whole of January 23, 2020. J. Miller seconded the motion. In a voice vote Supervisor Kubar and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

**7. Citizens' Comments:** **Village of Lily Lake President Ric Overstreet** expressed his thanks to the Solid Waste District for their meeting that explained the hiring of the new waste hauler for Campton Township. **Sherriff's Deputy Hoffmann** stated there were break-ins to motor vehicles in unincorporated St. Charles. He suggests residents keep cars garaged or locked in case the car burglars move west.

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

*a. Review and Act Upon Troop 13 Using Community Center as Meeting Location:* J. Nelson stated we have three entrances to the downstairs for the Scouts to use in the

fall. J. Miller stated let's get the fire department's approval for the entrances. J. Miller moved the Board table this agenda item. E. Murphy seconded the motion. In a voice vote Supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

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

*b. Review and Act Upon Approval of IGA (Intergovernmental Agreement) Between Village of Lily Lake, Campton Township, and Lily Lake Cemetery Board:* J. Kuper stated this intergovernmental agreement provides that Campton Township will mow the grass on the Lily Lake Cemetery for \$100.00 for each mowing, and the Village of Lily Lake will pay 75% of the cost, and the Lily Lake Cemetery Board will pay 25% of the cost each time. J. Miller moved the Board approve An Intergovernmental Agreement Among Campton Township, The Village of Lily Lake, and the Lily Lake Cemetery Board for Periodic Mowing of the Lily Lake Cemetery. E. Murphy seconded the motion. In a roll call vote Supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

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

*a. Town Fund \$8,377.17:* E. Murphy moved the Board approve the claims and demands on the Town Fund in the amount of \$8,377.17. J. Miller seconded the motion. In a roll call vote supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

*b. Road and Bridge Fund \$73,903.66:* E. Murphy moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$73,903.66. J. Miller seconded the motion. In a roll call vote Supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

*c. Capital Improvement Fund \$0*

*d. Open Space Fund \$11,125.64:* E. Murphy moved the Board approve the claims and demands on the Open Space Fund in the amount of \$11,125.64. J. Miller seconded the motion. In a roll call vote Supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

**11. Executive Session – Review Executive Session Minutes of January 14, 2020; Land Acquisition; Personnel Issues; Legal Issues:** J. Miller moved the Board go into Executive Session for the purpose of reviewing Executive Session minutes of January 14, 2020; land acquisition; legal issues, and include County Board Representative Barb Wojnicki; Restoration Ecologist Josh Nelson; and Plan Commission Chairman Jesse Varsho. E. Murphy seconded the motion. In a voice vote Supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed and Executive Session began at 8:05 p.m.

**12. New Business Continued:**

*aa. Review and Act Upon Approve Executive Session Minutes of January 14, 2020:* J. Miller moved the Board approve the Executive Session minutes of January 14, 2020. E. Murphy seconded the motion. In a voice vote Supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed.

**13. Adjournment:** J. Miller moved the Board adjourn the meeting. E. Murphy seconded the motion. In a voice vote Supervisor Kuper and Trustees Murphy and Miller voted aye. Trustees Stutesman and Galloway were absent. The motion passed and the meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Richard Johansen

Clerk

