

1.2.3. The February 11, 2025 Board meeting was called to order by Supervisor Kupa at 6:30 p.m. at the Community Center. The Pledge of Allegiance was recited. Clerk Johansen called the roll with Supervisor Kupa and Trustees Varsho and Murphy present. Trustee Metzger arrived at 6:55 p.m.

4. New Business – Presentation and Discussion for Action:

a. Presentation of 10-year plan tied to Bond Referendum – Joe Garbarski:

Re: 2025 Campton Township 10 Year Park & Open Space Plan

February 11, 2025

To: Campton Township Board of Trustees

From: Campton Township Open Space Foundation/Campton Citizens 4 Open Space

Re: Master Plan 2025-2035

The Campton Citizens 4 Open Space committee was formed to explore the future needs for capital improvements, maintenance, and land acquisitions for Campton Township. The Open Space Plan was created in 2000, and the Township has had two previous successful bond referendums: \$18.7M in 2001 and \$28.2M in 2005. These bonds will be retired by 2029, and the Township needs to create the next funding source to improve and maintain the existing facilities along with land acquisitions that further promote the Campton Township resident's way of life. The Township has been able to acquire approximately 1650 acres of parks, open space and conservation easements over the past 25 years and the residents want to continue this program. With the passage of the \$17.2M bond referendum on April 1, 2025 election, the continuation of the award-winning Open Space program will continue for many years to come.

- *Letter of support from Campton Hills Village President Barb Wojnicki for the Campton Township Open Space referendum on the April 1, 2025 ballot.*
- *Letter of support from Kane County Board/Kane County Forest Preserve Representative (2008-2022) drew Frasz for the Campton Township Open Space referendum.*
- *Letter of support from former Campton Township Supervisor Edward Malek (1993-2001).*
- *Letter of support from Brook McDonald, President and CEO the Conservation Foundation.*
- *Letter of support from Sam Gallucci, Campton Township Highway Commissioner.*
- *Letter of support from Jerome Johnson, Executive Director and Co-founder Garfield Farm Museum.*

Open Space properties: **Corron Farm, Headwaters Conservation Area, Mongerson**

Farm, Poynor Park, Brown Road Meadows, Harley Woods, Gray Willows Farm, Whitney Park.

Current open Space Conservation Easements: **Anderson, DeBeir, Mongerson Farm (Garfield Farm), Harley Woods (Johnson Campton Historical Agricultural Lands – CHAL)**

5. Reports:

Highway Commissioner – Sam Gallucci: Commissioner Gallucci's report stated:

The Highway District performed the following tasks in Campton Township and the Village of Campton Hills:

- Snowplowed and salted all roads on 1/2, 1/10, 1/12, 1/14, 1/22, 1/23.
- Turf damage repairs completed as needed on plow routes.
- Cold patching completed as needed along all plow routes.
- Repaired mailboxes and posts as needed along snow plow routes.
- Picked up downed tree on Farview Road.
- Sign work completed:
 - Installed Stop Sign Ahead signs on Beith Road, Campton Hills Road, Harley Road, and Old Burlington Road.
 - Installed street signs for Otter Lane and Prairie Valley Drive.
 - Installed Bus Stop Ahead sign on Walt Whitman Road.
 - Installed 3 Pedestrian Crossing signs in the Prairie Lakes subdivision.
 - Installed Snow Parking sign on Norton Glen Blvd.
 - Installed No Passing Zone sign on Old Burlington Road.
 - Installed Stop Ahead sign on Harley Road.
 - Installed Rt. 38 sign on Harley Road.

The Highway District performed the following tasks according to the Intergovernmental Agreement with the Village of Campton Hills in Plato Township:

- Snowplowed and salted all main roads on 1/2, 1/10, 1/12, 1/14, 1/22, 1/23.
- Turf damage repairs completed as needed along plow routes.
- Storm grate cleaning completed as needed.

The Highway District performed the following tasks according to the intergovernmental Agreement with the Village of Virgil.

- Installed Prairie Street signs.

The Highway District also performed the following tasks:

- Checked stop signs throughout Campton Township and the Village of Campton Hills on a weekly basis.
- Assessed roadways for potential drainage and pothole issues.
- Checked for damaged or missing signs weekly.
- Performed ongoing maintenance in-house on Township vehicles and equipment.
- Safety and Health policy training completed on 1/20/25.
- HazCom training completed on 1/21/25.
- We welcomed our newest crewman Mason Shannon to the team.

Assessor – Alan D. Rottmann: We continue to review real estate sales for last year. We are waiting for the equalization factor from the County and State. Zillo projected a 2% increase in real estate value for next year. People are looking at the history of our area. The Community Center building was moved to the current location in the spring of 1960. It was a quarter mile east of here on the railroad right of way.

Solid Waste District – Bryan Kerwin, President: Solid Waste President Kerwin stated the District purchased an 85 inch monitor for the Township by donation. We will connect computers to it. We are still looking for a new Board member. LRS waste hauling will do a press release soon.

Financial Report – Rebekah Flakus, Finance Director:

Town Fund

Administration

Revenues:

- Revenues received for the Town Fund this month totaled \$1,251.05 bringing the year-to-date revenues to \$888,434.27 or 100.51% of the total budgeted revenues.

Expenditures:

- *Travel, GL #1-5860* is over budget due to the out-of-town Conference I attended to gain knowledge on new Government Finance issues and continuing education hours needed for my accounting license. My CPA license now is renewed through September, 2027.

Parks

Expenditures:

- *Maintenance-Sites, #1-5610* on page 5 is over its budget due to the removal of a downed tree at Anderson Park (\$1,500.00), the demolition of the garage at Whitney Park (\$4,000.00) as well as the use of a dumpster to complete the cleanup (\$2755.95).
- *Development of Sites, GL #1-5400* has zero funds budgeted, *but* costs are being budgeted to this account. Any costs related to the potential shared Grant for the improvements to Anderson Park will be expended here to track all associated costs for the Grant.

Road District Fund

Administration

Revenues:

- Revenues received for the Road District Fund this month totaled \$10,340.91, bringing the year-to-date amount to \$2,269,964.67 or 90.97% of the total budgeted revenues.
 - After reducing the budgeted revenues by the planned use of Prior Year Surplus Funding of \$170,131, GL #4145, the total year-to-date revenues are at 97.57% of the total budgeted revenues. (\$2,269,964.67 total revenues over \$2,325,380.00 budgeted revenues.)

Expenditures:

- *Office Supplies, GL #1-5610* exceeds its budget at 122.14%. The Administrative office needed some updates, printer fees and miscellaneous supplies for new administrative staff to make up this overage

Open Space Fund

Administration

Revenues:

- Revenues received for the Open Space Fund this month totaled \$5,463.15, bringing the year-to-date revenues to \$6,030,563.67 or 119.62% of the total budgeted revenues. Wetland Revenue and the receipt of the Goldenstein West Grant revenue has caused the revenues to exceed the budget this fiscal year. Later this year, a budget amendment will take place to increase the budgeted revenues and expenditures to account for these additional receipts.

Additional Updates

The Fiscal Year 2023-2024 Audit is still underway, but headed for the final steps. I completed all additional requests, confirmed the General Ledger account balances and am currently reviewing the draft financial statements and Annual Financial Report. I will be working with Sikich, LLC over the next two weeks to finalize these Statements and Reports as well as create the Management Discussion & Analysis (MD&A) Report. Once these last steps are completed, the Fiscal Year 2023-2024 audit should be completed and ready to be filed.

Work began last month on the Grant from the Illinois Department of Commerce & Economic Opportunity (DCEO). This grant is up to \$45,000 for the renovations at the Community Center. I have been working with the Assessor's office to create a list of potential improvements as well as taken 2 training courses on how to do the application process for this grant. I started the Grant process this month, but the formal application training with the DCEO isn't until April 2025. Once the application training has been completed, I will finalize the application and submit it for the \$45,000.00 of Grant funds.

Corron Farm Preservation Society update – Rhonda Corron, President: Absent.

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

- **Anderson Park:** snow and ice control applied, setup barricades in parking lot to control traffic, and cut and hauled tree branches north of Field 3.
- **Whitney Park:** snow and ice control applied and checked for heat in house.
- **Community Center:** snow and ice control applied and cut and hauled tree branches north of field 3.
- **Gray Willows:** snow and ice control applied, checked for heat in main house (ok), repaired main door on barn, burn pile pushed in, and cleaned up stairs storage at shop.
- **Harley Woods:** snow plowed.
- **Corron Farm:** snow and ice control applied, cleaned closet at big tool shed, assisted heating contractor with boiler in big tool shed, power washed floor in big tool shed, and checked for heat in big tool shed (ok).

- **Town Hall:** snow and ice control applied.
- **Brown Road Gardens:** no report.
- **Lily Lake:** snow and ice control applied, and quote obtained on LED office lights.
- **Headwaters Conservation Area:** snow and ice control applied, and the storage barn was organized.
- **Poynor Park:** closed for the season on 12/1/24.
- **Goldenstein:** obtained quotes on new furnace and A/C.
- **In General:** assisted TOIRMA sheets and Open Space Natural Resources, finished TOIRMA sheets, meet with Boy's Baseball regarding grant, repaired truck #51, set up fleet account with Belle Tire, all trucks washed, power washed for big tool shed purchased, Bobcat grapppler repaired, and two Bobcat tires replaced.

Open Space Ecologist – Carter Dell: Open Space Ecologist Dell stated:

Natural Resources

- Brush clearing of invasives and overpopulated natives to achieve silviculture goals:
 - Bucking downed trees
 - Gray Willows
 - Harley Woods
 - Corron Farm
 - Woodies targeted in woodland units
 - Buckthorn
 - Honeysuckle
 - Integrative management: Graywillows burn unit was full of woodies including callery pear, eastern cottonwood, popular bushes, burning bush, etc.
 - High priority unit was burned in the fall
 - Every day we had that was frozen ground, low wind, low snow, we've spent stump cutting woodies in this burn unit
 - 🚧 Garlon 4/seed oil mix for freezing temperatures
- All volunteer and Kane County Forest Preserve donated seed has been processed, mixed and spread throughout the Gray Willows and Poynor Park burn units
 - Proper timing: frozen ground which then thawed and refroze
 - Initial estimate of volunteer harvested/donated pure live seed (PLS) is worth \$15,000+ compared to Prairie Moon Nursery website

Networking | Training | Professional Development

- Processed all seed at Kane County Forest Preserve's Natural Resource shop on Brundige Road
 - 3 rd. year partnering with Forest Preserve to allow us their machinery
 - Greatly reduces time and effort spent on creating seed mixes
- Attending bi-weekly University of Illinois Extension bi-weekly "Community Tree Care" series
 - Improve knowledge and technique for species selection, site preparation, tree planting techniques, tree pruning and long-term care techniques, etc.

Miscellaneous

- Basement of office completely flooded. Attempted to plug leaks, sweep out water, prepare for future flooding events. Plan for future repairs and floods.
- Cleaned out attic, added shelves, threw away garbage.
- Worked with Mark Rake to deal with ongoing computer connection issues.
- Fully updated GIS map for referendum. Almost finished updating brochure.

Outreach Program Manager – Cheryl Smith: Outreach Program Manager Smith stated if there is anything in social media the Township needs she can help with that in Newsletter update.

Monthly Newsletter:

Went out on 2/1/25

Outreach Dept. in the Past Month

Community Gardens Registration OPEN!

Registration form built

Matching map to garden plots for number/lettering system

Updated contract for 2025

2/3 Registration open for past gardeners

2/21 Public Registration will open

Summer Critter Camp Registration is OPEN!

New registration form built in JotForm for 2025 Summer Critter Camp

Summer Critter Camp will run for four weeks in 2025

June 2 – 5

June 9 – 12

June 23 – 26

Pre-Teen Week June 30 – July 3 (ages 10 – 12 only)

2/4/25 opened to past campers

2/7/25 open to the public

Senior Programs

I have been working on designing workshops to present to the centers, but this has been put on hold for now. Most of our time has been focused on gathering information and materials for the referendum, as well as getting Summer Camp and Garden Registration up and running. Will resume planning soon.

Newsletter

The newsletter now includes some exciting new additions. I am continuing to work with Kaitlyn to refine the layout and content, with the goal of better engaging our community.

1/15 – Nature & Wildlife Detectives: We discussed the importance of enrichment for wildlife and pets, and how we can help. We also created enrichment items for the raptors at Wings and Talons and wrapped up with a quick night hike, given the chilly weather.

1/16 – Budget meeting with Rebekah

1/16 – Night Hike – 12 registered hikers We hiked Gray Willows Farm and had some cool nocturnal animal sightings.

1/21 – 1/28 - I was out of office (Kaitlyn worked on the newsletter and social media posts)

1/30 – **Contract for DJ** was signed and sent over to 3d Sound to save the date for the All Wheel Show.

2/4 – I am now managing the newly created Open Space website and I have quickly learned how to edit and maintain the site.

2/5 – Designed cover for Annual Town Meeting booklets (Enjoying Our Parks theme)

Site Reservations

Coordinated with Rentals for the tool shed and Gray Willows Barn

We are receiving new inquiries and scheduling meetings for walk throughs. Discussions are underway for a wedding rental at Gray Willows barn, a birthday party rental at Gray Willows, and tool shed rentals with Rhonda. Additionally, we are in talks about the girl scout Summer Camp rental at Gray Willows Farm for the week of June 16 – 20. We are just waiting on the request form and will forward to John once we receive it.

Upcoming for Outreach Department

- **Nature-related Scout workshops** – Planning workshops for local troops.
- **Service Project with Local Scout Troop** – Organizing a cleanup day at Historic Corron Farm due to excessive trash along the trails.
- **2/19 – Nature & Wildlife Detectives** - Topic to be determined.
- **2/27 Night Hike** at Gray Willows Farm – 6 pm.
- **Community Gardens** – Invoicing gardeners, organizing a meet and greet coffee chat, and preparing garden plots.
- **2025 Summer Critter Camps** – Developing curriculum for upcoming camp weeks.
- **Dedication Plaque Replacements and Additions** – Replacing lost plaques and adding new ones at the parks once the ground thaws.
- **Updating Kiosks** Refreshing kiosks with the latest news, programs, and events.
- **Ongoing support for Referendum** – Continuing efforts to provide information about the referendum.
- Planning stages for possible new **events for 2025**.
- **Senior Programs** introduced.
- **Artwork for upcoming events created**, i.e. Prairie Fest, All Wheel Show, and any new events.

Planning Commission Report – Jesse Varsho, Chairman: Chairman Varsho stated the next meeting of the Plan Commission will be February 26.

Supervisor Report – John Kupa: Supervisor Kupa stated:

- The Preservation Covenant for the Gray Willows Farm East Grant was completed and sent to the IDNR on January 23, 2025. We worked with the Township's attorney, Gerald Hodge, to craft the Covenant. It was found acceptable by the IDNR's State Historical Preservation office. This is the last document that had to be submitted to the IDNR Grants office. A copy is provided.

- The Township has been working with the Campton Township Open Space Foundation and Campton Citizens 4 Open Space providing factual information to be included in their brochures and websites. The information provided includes Financial, Grant, and Open Space land inventory information.
- We have had several meetings with the Conservation Foundation this month in support of developing media for Campton Township's Open Space Referendum. Campton Township can only provide information in the development of information brochures and websites. We cannot promote the referendum. We have completed the Townships brochure mailer. This will also be placed on the Township's Open Space website. A copy is provided for your review.
- I have been in discussions with Michelle Kelley regarding the new round of LAWCON grants that will be awarded this year. Grants are due at the end of April. We will discuss potential projects in the Executive Session tonight.
- I have had discussions with Joe Murray of Wasco Boys Baseball regarding the OSLAD grant for Anderson Park. We will start having several meetings over the next month to develop a schedule for: Developing the post grant paperwork, design and engineering of the OSLAD submitted design, permits, preparation of requests for proposal, contractor selection, and oversight of the work.
- The first public meeting for the April Open Space Referendum will be held on February 18th 2025 at the Campton Township Community Center. The Citizens for Open Space and the Campton Township Open Space Foundation will host and facilitate the Open House.
- **Campton Township Open Space Referendum April 1, 2025:**
Shall Campton Township issue Bonds to finance the acquisition, maintenance, development, rehabilitation, and renovation of open space lands for open space purposes as provided by the Township Open Space Article of the Township Code and levy and collect property taxes in excess of any other tax authorized to be levied by the Township, sufficient to meet the principal and interest bonds as they mature, but not in an amount in excess of \$17.2 million?

6. Approval of Minutes:

a. Board Meeting January 14, 2025: J. Varsho moved the Board approve the minutes of the January 14, 2025 board meeting. E. Murphy seconded the motion. In a voice vote Supervisor Kubar and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

7. Citizens' Comments: (comments to be kept to a minimum of 3 minutes): None.

8. Old Business – Presentation and Discussion for Action: None.

9. New Business continued Presentation and Discussion for Action:

a. Discuss and Act Upon Payment of Invoices for Batting Cage Grant Project at Anderson Park: J. Kubar stated the Township pays the full amount of \$19,335.50. The money comes from the OSLAD grant. Then Boys Baseball reimburses the Township for half that amount. J. Varsho moved the Board approve the invoice and pay the bill in the amount of \$19,335.50. E. Murphy seconded the motion. In a voice vote Supervisor Kubar and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

10. Claims and Demands Authorized for Payment:

a. Town Fund \$7,795.08: M. Metzger moved the Board approve the claims and demands on the Town Fund in the amount of \$7,795.08. E. Murphy seconded the motion. In a roll call vote Supervisor Kubar and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

b. Road & Bridge Fund \$21,861.18: J. Varsho moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$21,861.18. M. Metzger seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

c. Capital Improvement Fund \$0

d. Open Space Fund \$21,403.18: E. Murphy moved the Board approve the claims and demands on the Open Space Fund in the amount of \$21,403.18. J. Varsho seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

11. Executive Session – Review Executive Session minutes of January 14, 2025; Land acquisition;

Personnel issues; Legal issues: J. Varsho moved the Board go into Executive Session for the purpose of reviewing Executive Session minutes of January 14, 2025, and land acquisition. M. Metzger seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed and Executive Session began at 7:30 p.m.

12. New Business Continued:

aa. Review and Act Upon Whether to approve Executive Session Minutes of January 14, 2025: No Executive Session Minutes of January 14, 2025 so no action.

13. Adjournment: J. Varsho moved the Board adjourn the meeting. M. Metzger seconded the motion. In a voice vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye and the meeting adjourned.

Respectfully Submitted,

Richard Johansen

Clerk