

**1. 2. 3.** The February 13, 2018 Board meeting was called to order by Supervisor Kupar at 7:42 p.m. at the Community Center. The Pledge of Allegiance was recited. Clerk Johansen called the roll with Supervisor Kupar and Trustees Galloway and Murphy present. Trustees Stutesman and Miller were absent.

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

*Highway Commissioner – Sam Gallucci:* Commissioner Gallucci's report stated brine was prepared for tanks and trucks to treat roadways with brine that is made of geo-melt and salt. Batteries were replaced in flashing warning lights on Beith Road, Campton Hills and Anderson Roads, Brown Road at Old LaFox Road, Denker Road and Jens Jensen Lane for safety concerns. This is done on a bi-monthly basis. Campton Township Road District crewmen attended a CPR class on 01/17/18. They snowplowed and salted roadways on 01/07, 01/08, 01/10, 01/11, 01/15, 01/16, 01/23, 02/04, 02/05, and 02/06/2018 throughout Campton Township, the Village of Campton Hills, and Campton Hills in Plato Township. All grates were cleaned of debris throughout Campton Township and the Village of Campton Hills; all intersections were swept in 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 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 Kane County has 1.0 as the final multiplier. They are ahead of schedule. We will have a better idea of taxes when the tax rates come out.

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

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

- RFP (Request for Proposals) for the March 31, 2018 fiscal year-end audit services have been sent to Sikich, McGladrey & Pullin and Baker Tilly. These are all full service audit firms that specialize in the governmental sector. Only Sikich replied to our RFP and their proposal is on tonight's agenda. It is less than the fee for the certified audit performed last year.
- PMA investment revenue in the Statement of Revenue and Expenditures is net of the amortization of premiums and discounts. The actual cash proceeds from coupon interest deposited in the PMA 2005A Money Market was \$1,120.38.
- The two General Assistance certificates of deposits at Old Second Bank matured at the end of December 2017. Old Second Bank was running a promotion and the Township was able to purchase a laddered 30 month certificate with higher interest rates.
- Town Fund, Capital Improvements Fund, and the Road Fund total expenditures are within budget for the year to date. It is forecasted the three funds will end the fiscal year with a surplus. Any over budget line items have offsetting under budget line items for these three funds. The Open Space Fund budget is unfavorable due to the expenditures for the cost of the 2017 bond issue and the anticipated land purchase.
- Work on the draft budget has continued during the month of January. Town Fund and Road Fund budgets are complete. The capital expenditures for Open Space and Capital Improvements are still being reviewed due to numerous projects and limited funds.
- The Bank of New York Mellon wired a refund for the GO (General Obligation) Refunding 2014 payment on January 5<sup>th</sup>. Bank of New York Mellon sent the invoice without the adjustment for the bond refunding on December 6, 2017.

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

*Operations Manager – Tom Serewicz:* Operation Manager Serewicz's was on vacation. His report stated:

- **At Burlington Park** upstairs storage was framed out and drywalled.
- **At the Headwaters Conservation Area** trees and brush on the north fence line and behind the dog park were cut and burned.
- **At Gray Willows** the boiler at the main house was repaired.
- **At Poynor Park** the split rail fence rail was replaced.
- **At Corron Farm** we met with a contractor for a quote to bury above ground wires and upgrade electrical to buildings.
- **At Town Hall** we met with a contractor for a quote to repair plumbing and the well tank.
- **At the Community Center** a new mailbox was installed.
- **In general** parking lots were plowed, ice control was installed on walkways, staff was recertified to do CPR (cardiopulmonary resuscitation), office staff was assisted, and a budget "wish list" of building and equipment needs was prepared and quotes obtained.

*Natural Resources Monthly Report – Josh Nelson, Ecological Restoration Technician:*

- **Projects Completed/Ongoing:**
  - 1) Cameras are being used at Corron Farm, Harley Woods, and Gray Willows to study wildlife. The focus has been on future deer exclusion plots to help establish baseline data.
  - 2) We assisted Operations staff as needed.
  - 3) We began prepping native seed for growing plugs.
  - 4) The interpretive sign designs for Poynor and Anderson Parks are nearing completion.
  - 5) We hosted a booth at the Village of Campton Hills Winter Wonders event.
  - 6) Birding volunteers will continue monitoring in 2018.
  - 7) We potted acorns to begin growing oaks for restoration.
  - 8) Management plans have been updated.
  - 9) We applied for multiple grants for various projects.
  - 10) We are taking reservations for the Community Gardens.
  - 11) Winter brush clearing is going well. We have made significant progress at Corron Farm woods and Harley Woods. The focus has been on additional thinning and re-sprout follow up in areas previously cleared.
- **Trainings/Meetings:**
  - 1) Met with Jonathan Miller of Boy Scout Troop 13 to discuss Eagle Scout and Hornaday projects.
  - 2) Attended January FREP (Fox River Echo System Partnership) meeting. Topics focused on grant opportunities.
  - 3) Met with Planning Commission to discuss Parks/Open Space properties.
  - 4) Began budget planning for 18/19 fiscal year.
  - 5) Met with George Milner from V3 to discuss Gray Willows plans.
- **Volunteer Service:**
  - 1) Total volunteer hours to date: 882.5.
  - 2) IRS value \$21,303.55.
  - 3) Staff value: \$8,825.00.
- **Upcoming:**
  - 1) We will continue Thursday Steward workdays focused on invasive species removal.
  - 2) We will rent a Fecon brush mower for one week to make headway on winter brush clearing.
  - 3) We will continue to work with Wheaton College.
  - 4) We will begin an amphibian study at Harley Woods.
  - 5) We will do interpretive sign design.
  - 6) Sit on expert panel at February FREP meeting to present on invasive species control.
  - 7) We will do grant applications for assorted projects.
  - 8) We will continue work on various Eagle Scout projects.
  - 9) We will do dormant season weed control.
  - 10) We will sponsor/host a booth at One Earth Film Festival, March 5<sup>th</sup> at 6:30 p.m., at Waubensee's Aurora Campus.

*Gray Willows Planning Committee – Trustee Miller: Absent.*

*Website Improvements Report – Trustee Stutesman: Absent.*

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

- I met with the Directors of the Campton Township Open Space Foundation in late January. The Foundation was formed by Campton Township residents to generate funds in support of our open space program. The Foundation is a 503 (c) non-profit organization registered with the State of Illinois. As they grow, they could partner with the Township on grant opportunities as well as generate donations from corporations and private foundations. Members of the Foundation would like to attend the Annual Meeting to present an overview of the Foundation.
- We submitted the information requested in the subpoena we received in December from the law firm representing Maxxam Partners. The materials were submitted by the Township attorney.
- Josh Nelson and I met with the Campton Township Planning Commission. The meeting was focused on expanding the responsibility of the Planning Commission to include the development and management plans for the Township open space properties. The Planning Commission will engage the public as a part of this process. During the meeting we provided an overview of each of the Township's properties, including those on which we hold conservation easements. The Planning Commission will tour all of the Township's Open Space sites this week. The first site the Planning Commission will focus their efforts on will be Gray Willows. This is a very important new mission for the planning Commission and they have the full support of our Board and staff.
- We received several updates from V3 companies over the last two weeks. We received the quarterly financial reports for Gray Willows and the Headwaters. In addition, we received the final implementation schedule and overall mitigation plan for Gray Willows. Finally, we received the Headwaters phase two Mitigation Bank update. It should be noted that construction work at Gray Willows will begin early March.
- The Environmental Phase 1 assessment on the Snow property was completed. There were no environmental issues identified on the property. We have a copy of their report for review.
- The closing of the Snow property is moving ahead. We are currently scheduling March 1<sup>st</sup> or 2<sup>nd</sup> as the closing date.
- I attended the Corron Farm Preservation Society meeting in January. Their Board reviewed upcoming events for 2018, as well as reviewed the financials of the Society. In the future, as a matter of practice, I will send the Township Board the Agenda for the meetings.

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

*a. Board Meeting January 9, 2018:* Clerk Johansen stated he had a correction to the minutes. Under item 11. Executive Session, the first sentence that reads "Clerk Johansen stated the Executive Session minutes of November 1, 2017 were approved at the last Board meeting" should read "were approved at the November 14, 2017 Board Meeting." S. Galloway moved the Board approve the January 9, 2018 minutes as corrected. E. Murphy seconded the motion. In a voice vote Supervisor Kupa and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

## **6. Citizens' Comments:**

**Kane County Board Representative Barbara Wojnicki stated the Kane County Board meeting in session as the Kane County Forest Preserve approved the purchase of the Hawkins property in Wasco this morning. This is 55 acres in the center of Campton Hills. (This occasioned much excitement and applause in the room) They also approved the purchase of 110 acres known as Muirhead Springs in Plato Township. (More applause)**

Clerk Johansen stated the 36<sup>th</sup> Annual Township Topics Day is in Springfield on Wednesday April 25<sup>th</sup>, 2018 beginning at 11:30 a.m. Registration for the day is \$75.00. This will feature a lunch, rally, and individual meetings with our legislators. The afternoon "grassroots lobbying" effort will be topped off with an evening reception with refreshments for legislators and Township officials at the Illinois State Library from 5:00 p.m. to 7:00 p.m. The deadline for Topics Day registration is April 18, 2018. Trustees Galloway and Murphy stated they are interested in going and will consult their schedules in order to let Clerk Johansen know at the next Board meeting. J. Kupa stated the same for him and the direction is to put this on the agenda for next month.

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

*a. Review and Act Upon Proposal to Add Electronic Leashes as an Option to Hard Leashes for Dogs in Township Parks/Open Space as Stated in Campton Township Ordinance No. 96-1T, Chapter VI, Section 11:* E. Murphy stated she is not in favor of electronic leashes. E. Murphy moved the Board deny the request to allow electronic leashes. S. Galloway seconded the motion. In a voice vote Supervisor

Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

*b. Review and Act Upon Purchase of Trailer for Open Space/Natural Resources:* S. Galloway moved the Board approve the purchase of the tandem trailer for an amount not to exceed \$5,520.98. E. Murphy seconded the motion. In a roll call vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

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

*a. Discuss and Act Upon Approve amount to Donate for Jonathan Miller, Troop 13 Greenhouse Project:* J. Nelson stated the cost is about \$2,500 for the greenhouse project. It is located between the maintenance shop and the Open Space offices. J. Kupar stated it is a greenhouse the Township will use to grow plants. J. Nelson added it is 16 feet by 80 feet and it is part of the Hornaday award. Scout Miller has raised about \$1,000 of the \$2,500 needed for the other project. E. Murphy moved the board approve a \$1,000 donation to Jonathan Miller's greenhouse project. S. Galloway seconded the motion. In a roll call vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

*b. Review and Act Upon Approval for Dog Days Event Held at Poynor Park Saturday, August 25, 2018:* J. Nelson stated we relocated this to Poynor Park. E. Murphy moved the Board approve the Dog Days event at Poynor Park. S. Galloway seconded the motion. In a voice vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

*c. Review and Act Upon HUB Club Holding a Recreational Horse Cart and Carriage Driving Event at Corron Farm in September or October:* Linda Fidler, HUB Club Events Committee Chairperson, spoke on behalf of their Club asking for approval for their recreational horse cart and carriage driving event at Corron Farm at the end of September or October. There would be 6 to 12 drivers who would be driving 2 wheeled carts or 4 wheeled carriages on the trails at Corron Farm. They would stage the harnessing of horses across the street at the Messmer-Corron Forest Preserve and they would be given a map showing where to go. They understand that horse manure must be removed from the trails. The club has insurance to cover their events and they would be able to present a certificate of insurance. If there is a major rain event the day before they would cancel in order to keep the ground good. She asked for September 29<sup>th</sup>, 30<sup>th</sup> or October 30<sup>th</sup>. J. Kupar stated to coordinate the event with Josh Nelson. He encouraged them to consider tying this event with Prairie Fest which occurs September 22<sup>nd</sup>. S. Galloway moved the Board approve the HUB Club carriage driving event at Corron Farm. E. Murphy seconded the motion. In a voice vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

*d. Discuss and Act Upon Annette Luyten Having a Wedding at Corron Farm October 6, 2018:* E. Murphy asked what do we charge? J. Kupar asked are they going to have alcohol? J. Nelson stated he thinks so. J. Kupar continued, then they need dram shop. He asked Josh to put together the agreement for the next meeting. E. Murphy moved the Board table this agenda item. S. Galloway seconded the motion. In a voice vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

*e. Review and Act Upon Audit Proposal:* S. Galloway moved the Board approve the audit proposal of Sikich auditors for fiscal year ending in March 31, 2018 for \$13,600, for fiscal year ending in March 31, 2019 for \$13,900, and for fiscal year ending March 31, 2020 for \$14,200. E. Murphy seconded the motion. E. Murphy stated they came down by \$800.00 to \$900.00. We sent out 3 RFP's (Request for Proposals) but only got one back. In a roll call vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

*f. Discuss and Act Upon Approval of RFP (Request for Proposals) for Website Design of the Township and Open Space Websites:* E. Murphy moved the Board table this agenda item. S. Galloway seconded the motion. In a voice vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

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

*a. Town Fund \$4,128.52:* E. Murphy moved the Board approve payment of the claims and demands on the Town Fund in the amount of \$4,128.52. S. Galloway seconded the motion. In a roll call vote Supervisor Kupar and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

*b. Road & Bridge Fund \$100,841.45:* S. Galloway moved the Board approve payment of the claims and demands on the Road and Bridge Fund in the amount of \$100,841.45. E. Murphy seconded the motion. In a roll call vote Supervisor Kuper and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

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

*d. Open Space Fund \$9,641.42:* E. Murphy moved the Board approve the claims and demands on the Open Space Fund in the amount of \$9,641.42. S. Galloway seconded the motion. In a roll call vote Supervisor Kuper and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

**10. Executive Session – Review Executive Session Minutes of January 9, 2018:** J. Kuper moved the Board go into Executive Session to review Executive Session minutes of January 9, 2018. S. Galloway seconded the motion. In a voice vote Supervisor Kuper and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed and Executive Session began at 9:00 p.m.

**11. New Business Continued:** Supervisor Kuper reconvened the regular session at 9:05 p.m.

*aa. Review and Act Upon Approve Executive Session Minutes of January 9, 2018:* J Kuper moved the Board approve the Executive Session minutes of January 9, 2018. S. Galloway seconded the motion. In a voice vote Supervisor Kuper and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed.

**12. Adjournment:** S. Galloway moved the Board adjourn the meeting. E. Murphy seconded the motion. In a voice vote Supervisor Kuper and Trustees Galloway and Murphy voted aye. Trustees Stutesman and Miller were absent. The motion passed and the meeting adjourned at 9:08 p.m.

Respectfully Submitted,

Richard Johansen

Clerk