

1. 2. 3. The January 12, 2016 Board meeting was called to order by Supervisor Kuper at 7:37 p.m. at the Community Center. The Pledge of Allegiance was recited. Clerk Johansen called the roll with Supervisor Kuper and Trustees Vandiver, Murphy, and Miller present. Trustee Stutesman was absent.

4. New Business – Presentation and Discussion for Action:

a. Presentation of Micky Corvino, Troop 13 Corron Farm Trail Signs Final Eagle Scout Report: Eagle Scout candidate Micky Corvino reported on the completion of his trails project at Corron Farm. A total of 24 workers put in 150 hours of work over 4 days. They built and installed two 2' X 5' wooden benches, marked 17 trail intersections with metal posts and signs pointing the direction of the trail, labeled the trails, and stated the mileage. They put in 17 ten foot metal fire break posts in the prairie, and 2 trail map signs that showed an overview of the trail system. They raised \$412.66 and spent \$385.10 giving the left over money back to the Township. Micky received applause and the thanks of the township.

b. Presentation of Justin Gray, Troop 13 Eagle Scout Project at Gray Willows Farm: Eagle Scout candidate Justin Gray stated his project will be to construct a handicap accessible ramp on the side opposite the existing concrete ramp at the Gray Willows barn. It will lead to a doorway 11 feet up, and will be 132 feet long. This will allow handicapped accessibility as the existing concrete ramp is too steep to be handicapped accessible. This is to make the barn a usable space for public events. The project will take place in the spring over several weekends with labor being supplied by members of the Troop. The cost will be between \$2,000 and \$5,000. There will be fundraising with a tentative finish by early summer, depending on weather. Justin also received applause and the thanks of the Township.

5. Reports:

Highway Commissioner – Sam Gallucci: Commissioner Gallucci stated roadways were plowed and salted on 12/28/2015, 1/10/2016, and 1/11/2016 throughout Campton Township, the Village of Campton Hills, and the Village of Campton Hills in Plato Township; damaged mailboxes and posts throughout the Township and Village were repaired; snowplow damage was repaired throughout the Township and Village; all intersections were swept throughout the Township and Village; storm damaged trees and brush were cut and chipped throughout the Township and Village; all grates and storm drains were cleaned of debris throughout the Township and Village; roadways were assessed for drainage problems and potholes; potholes were repaired 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. Batteries were replaced in flashing warning lights bi-monthly on Beith, Campton Hills, Anderson, Brown, Old LaFox, and Denker Roads, and Jens Jensen Lane for safety concerns. The Road District contracted with the Village of Lily Lake to do tree trimming on Hanson Road and I.C. Trail, and sign work. Tree trimming was completed on Garfield, Beith, and Campton Hills Roads; a culvert end was dug out on Campton Hills Road; untreated salt was mixed with geo-melt for future use; and the road crew attended a fire safety meeting on 12/17/ 2015. A Mini-Excavator was used to pick up a dirt pile along Trotter Road and the road edges were shaved off to allow drainage of the roadway. Ongoing maintenance was performed on Township vehicles and equipment in-house by Highway District staff.

Assessor – Alan D. Rottmann: Assessor Rottmann stated he is reviewing real estate sales from 2015 to see how they affect values. They are waiting for the equalization factor from the State of Illinois. He has a request from the Village of Campton Hills to change the data base to reflect the fact we are Campton

Hills not St. Charles. The D 303 School Board decided to keep Wasco School open at least one more year and to run a property tax increase referendum in the November election.

Solid Waste District – President Jack Berry: Absent.

Financial Report – Louise McKay: Finance Director McKay stated:

- PMA investment revenue is stated in the Statement of Revenue and Expenditures. Coupon Interest of \$8,800 was deposited in the PMA Maintenance Money Market in December. Available funds from maturities were invested by PMA in a \$250,000 note in the Federal Home Loan Mortgage Corp maturing 11-23-2020; two Ally Bank CD's maturing 12-24-2018, one for \$54,000, and a \$175,000 CD for the Maintenance Fund account.
- The Bond Refunding Series 2015 closed on December 15th and closing funds from the Township in the amount of \$515,243.03 were wired prior to the closing. The bond issuance is included in the Statement of Revenue and Expenditures under Open Space Debt Service.
- The bond interest and principle payments due December 15th were wired to the Bank of New York Mellon in the total amount of \$2,283,824.39. These wires and the 2015 Bond closing wire of \$515,243.03 are reported on the Investment Report in the Open Space Tax Receipts account. The bond debt payments are reported on the Statement of Revenue and Expenditures under Open Space Debt Service.
- Town Fund, Capital Improvements, and Open Space Fund expenditures in total are within budget for the year to date. All over budget line items have offsetting under budget line items.
- Road and Bridge year to date is currently under budget in total. The Road's revenue line item for the Motor Fuel Tax year currently has a \$50,000 budget variance deficit due to the suspension of the Motor Fuel Tax funds by the State of Illinois. The good news is the State of Illinois is going to begin funding the Motor Fuel revenue to the Municipalities and Townships.
- Included under New Business is the Memorandum of Understanding I prepared for the Corron Farm Dairy Barn restoration. Please review carefully and notify me if you believe this document needs to be reviewed by the Township Attorney. The first report to Kane County is due January 31, 2016.
- We are currently working on the reconciliation of the payroll files and preparation of the W-2's, 1099's, and 4th quarter payroll tax returns. In addition, the deadline for the Tax Objections for the Township and Road district is due by January 19, 2016. We will be meeting with staff and Elected Officials to finalize the budget for next fiscal year.

Corron Farm Preservation Society Update – Vice Chair Judi Arman: Laurel Garza spoke for the Society stating their November fundraiser was successful and consisted of a meat raffle, and silent and live auctions.

Village of Campton Hills – Absent.

Operations Manager – Tom Serewicz: Operations Manager Serewicz stated:

- At **Anderson Park** snow was plowed and Plexiglass added to playground equipment for safety.
- At **Burlington Park** snow was plowed.
- At the **Community Center** snow was plowed and the sidewalk cleared and salted.
- At **Corron Farm** snow was plowed.
- At the **main house at Gray Willows** a plumbing leak was repaired, fire place masonry was replaced on two chimneys from the roof line up and a new cap and flashing installed, one nonfunctioning chimney was removed, old shingles were torn off the roof and replaced with new asphalt shingles, carpet was removed, and the furnace inspected. The **caretaker's house** roof replacement began for the tear off of the old roof and new shingles. On the **open space** snow was plowed, a safety fence installed around the pool, and trees cut down on the north trail.
- At the **Headwaters Conservation Area** snow was plowed, a tree was cut down at Motz and burned, and the fence on Route 38 repaired after a car accident damaged it.
- At the **Harley Woods: Torch Property** snow was plowed, ash trees were cut down, and a "Closed Dusk to Dawn" sign installed.
- At **Town Hall** snow was plowed and the sidewalk salted.
- **In general** a safety meeting of staff was held, a dumpster brought to the caretakers house for the old shingles, Triellem Dell will begin drawings for the Corron Farm Dairy Barn restoration, and a meeting with V3 about Headwaters and Gray Willows wetlands construction was held.

- **Poynor Park** is closed for the winter.
- No report on **Mongerson Park**.

Natural Resources Manager – Ben Haberthur: Natural Resources Manager Haberthur stated he was warmly welcomed to Campton Township on December 14th and he is excited to begin applying his experience in natural resources management to create a top notch open space program across our 1400 acres. While he has already met a number of great people at the Township he wanted to especially thank Tom Serewicz and Josh Nelson for sharing their experiences and management advice moving forward. Upon his hiring, Josh Nelson has been moved primarily into the Open Space program. Accordingly, he proposed an updated job description detailing Josh's future role here as an Ecological Restoration Technician.

Projects Completed/Ongoing:

- Initial visits to all parks and open spaces
- Open Space office setup (ongoing)
- IT setup including a new desktop PC
- Herbicide inventory
- Invasive brush/tree removal at Gray Willows, Harley Woods, Motz parcel

Meetings:

- Establishing wildlife monitoring priorities with Forest Preserve District of Kane County Wildlife Biologist
- Headwaters and Gray Willows Mitigation Bank status – V3 Ecological Consultants
- Kestrel live-trapping attempt with Illinois State University graduate student at various locations.

Upcoming:

- ArcMap Mapping Software purchase/installation
- Budget creation/requests
- Invasive brush/tree removal
- Extensive planning for growing season monitoring and management including but not limited to:
 - Restoration Management Unit establishment
 - Vegetation Survey/Rare Plant monitoring
 - Amphibian monitoring
 - Snake board transects
 - Frog call surveys
 - Bird monitoring protocol

Educational Opportunities at Campton Properties – Trustee Vandiver: Trustee Vandiver said to drop her off the monthly report and let Ben Haberthur and Josh Nelson pick up on that. It was decided to keep her on the agenda for this purpose for the time being.

Gray Willows Planning Committee – Trustee Miller: Trustee Miller stated let's focus on what's deliverable for the community to plan on at Gray Willows.

Supervisor's Report – John Kupa: Supervisor Kupa stated:

- Ben Haberthur started with the Township in December as Manager of Natural Resource Management. Josh Nelson accepted the position of Ecological Restoration Technician in the Resource Management Department. Josh will report to Ben. Jason Welander accepted a position within the Operations and Maintenance Department. Jason will report to Tom Serewicz.
- We received the Quarterly Report (3rd Quarter, 2015) for the Blackberry Creek Headwaters Mitigation Bank from V3. We sold 10.810 wetlands credits during the quarter. Cumulative total credits sold are 60.34. For the cumulative credits sold the Township received \$144,900 in disposition fees, \$60,000 in wetland restoration fees, and \$30,000 placed in the long term maintenance account.
- The Gray Willows Mitigation Bank Prospectus was completed by V3. The Prospectus was sent to the U.S. Fish and Wildlife Service, U.S. Army Corps of Engineers, and the U.S. Environmental Protection Agency for review, comment, and eventual approval. A hard copy of the Prospectus

is available for review at the Open Space Office. We can also make an electronic hard copy available.

- The Phase I Archeological survey of the Gray Willows Farm was completed. The report recommends project clearance for the wetlands bank project to proceed.
- Trillium Dell Timberworks submitted a proposal to start preliminary engineering work on the Dairy Barn at Corron Farm. The work involves creating engineered drawings of the barn wooden structure and foundation; then providing recommendations for repairs including shoring up of the structure, frame repairs, and advise on siding and roof repairs/replacement. The fee for the drawings and document is \$11,800.00. The Township's recommendation is to proceed with this work as it forms the basis for the restoration of the barn and future grants.

6. Approval of Minutes:

a. Board Meeting December 8, 2015: J. Miller moved the Board approve the minutes of the meeting of December 8, 2015. V. Vandiver seconded the motion. E. Murphy moved to amend the motion to correct page 2 under Operations Manager report, first item, end of sentence, to read "their tennis court for our review" instead of "the tennis court." J. Miller seconded the motion. In a voice vote Supervisor Kupa and Trustees Vandiver, Murphy, and Miller voted aye. Trustee Stutesman was absent. The amendment of the motion passed. In a voice vote on the motion Supervisor Kupa and Trustees Vandiver, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion, as amended, passed.

b. Special Board Meeting November 17, 2015: J. Miller moved the Board approve the minutes of the Special Board Meeting of November 17, 2015. E. Murphy seconded the motion. In a voice vote Supervisor Kupa and Trustees Vandiver, Murphy, and Miller voted aye. Trustee Stutesman was absent. The motion passed.

7. Citizens' Comments: Kim Haag asked how will Corron Farm be used? Answer was for the public and for education. Clerk Johansen stated the Public Hearing on the proposed alcoholism and drug detox rehabilitation facility will be on Tuesday and Wednesday, January 19th and 20th, at the Branch Court/Clerk of the Circuit Court building on Randall Road across from the Kane County Fair Grounds. This is your chance to be heard on this issue.

8. Old Business – Presentation and Discussion for Action:

a. Review and Act Upon Scout Troop 46 Request for Township to Title Trailer: Dave Schopen, Troop 46 Assistant Scout Master, stated Campton Township is the charter organization for Scout Troop 46 in Lily Lake. The Troop is purchasing a trailer but since the Troop cannot own assets we are requesting that Campton Township hold title to the trailer. Campton Township employee Josh Nelson expressed concern that the trailer would increase Campton Township's liability risk exposure. J. Kupa stated the Township is insured by TOIRMA (Township Officials of Illinois Risk Management Association). There are risks for the Township to take title to the trailer. Finance Director McKay stated the insurance company said we need the scout adult that is operating the trailer to provide proof of insurance that equals or exceeds State requirements. TOIRMA said to check with the Township's legal counsel to see if we can do this, the adult towing the trailer must show proof of insurance, and every time the trailer is pulled go through a process that includes the driver naming his insurance company, name the Township as additional insured, and be sure the driver has a driver's license. J. Kupa stated we need more research to see if, and how, we can do this. (Trustee Vandiver left the meeting at 8:50 p.m.). Finance Director McKay stated TOIRMA did not like the fact the Township would own the trailer, but would not have any control over who operates it. J. Kupa stated the insurance company of the person pulling the trailer needs to name the Township as an additional insured. The driver will have a Certificate of Insurance that lists the Township as an additional insured. J. Miller moved the Board table this question until the Township Attorney and insurance company review and advise the Board. E. Murphy seconded the motion. In a voice vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed.

9. Continuation of New Business – Presentation and Discussion for Action:

a. Review and Act Upon Village of Campton Hills Winter Event at Community Center: Jane Holley of the Community Relations Committee of the Village of Campton Hills stated the Village is doing another winter event this year like we did last year at Corron Farm. We have reserved the Community Center for February 20th from 11:00 a.m. to 2:00 p.m. We will have food, a kids movie, crafts, arrowheads, window painting and local historian Ann Brack-Johnson, author of "Angie of Garfield Farm." We don't need

resources from the Township except for the use of the building and the grounds outside. We will provide a Certificate of Insurance. J. Kupa stated since they will use the Meeting Room Agreement it's not necessary for us to approve anything. This is for information only. E. Murphy moved the Board take this item off the agenda. J. Miller seconded the motion. In a voice vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed.

b. Review and Act Upon Memorandum of Understanding with Corron Farm Preservation Society for the Restoration of the Corron Farm Dairy Barn: J. Miller moved the Board approve the "Memorandum of Understanding Corron Farm Dairy Barn Restoration Project" subject to review and revision by the Township Attorney. The motion was seconded by E. Murphy. In a roll call vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed.

c. Review and Act Upon U.S. Geological Survey Proposals: J. Kupa stated we have a letter from the United States Geological Survey (USGS) offering a series of estimates for a variety of data-collection activities designed to improve the assessment of hydrogeology and water quality in Campton Township. These activities build on the current and historic data collection the USGS has done in cooperation with the Township. These activities describe a range of potential actions, any combination of which can be performed. J. Miller moved to have Ben Haberthur, Natural Resource Manager, review the proposal and come back with a recommendation for the Board. E. Murphy seconded the motion. In a voice vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed.

10. Claims and Demands Authorized for Payment:

a. Town Fund \$2,848.95: J. Miller moved the Board approve the claims and demands on the Town Fund in the amount of \$2,848.95. E. Murphy seconded the motion. In a roll call vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed.

b. Open Space Fund \$7,572.21: E. Murphy moved the Board approve the claims and demands on the Open Space Fund in the amount of \$7,572.21. J. Miller seconded the motion. In a roll call vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman, and Vandiver were absent. The motion passed.

c. Capital Improvement Fund \$-0-

d. Road and Bridge Fund \$26,104.73: E. Murphy moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$26,104.73. J. Miller seconded the motion. In a roll call vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed.

11. Executive Session – Review Executive Session Minutes of November 10, 2015: J. Miller moved the Board go into Executive Session to review Executive Session minutes of November 10, 2015. E. Murphy seconded the motion. In a voice vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed and Executive Session began at 9:10 p.m.

12. Continuation of New Business:

a. Review and Act Upon Executive Session Minutes of November 10, 2015: J. Miller moved the Board approve the Executive Session minutes of November 10, 2015. E. Murphy seconded the motion. In a voice vote Supervisor Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver 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 Kupa and Trustees Murphy and Miller voted aye. Trustees Stutesman and Vandiver were absent. The motion passed and the meeting adjourned at 9:20 p.m.

Respectfully Submitted,

Richard Johansen

Clerk

