

**1.2.3.** March 10, 2020 Board meeting was called to order by Supervisor Kupa at 7:35 p.m. at the Campton Community Center. The Pledge of Allegiance was led by Alex Rottmann and recited by all. Deputy Clerk, Barbara Wojnicki called the roll with Supervisor Kupa and Trustee Murphy and Galloway present. Trustee Miller was participating by telephone.

**4a. Discuss and Act Upon Allowing Joe Miller and Tom Stutesman to attend meeting via phone/skype:** Motion to approve made by Trustee Murphy and seconded by Trustee Galloway. Supervisor Kupa, Trustees Galloway, Murphy voted aye.

Supervisor Kupa made a motion to move **9f.** to **4c.**, Official Oath for Deputy Assessor, Colleen O'Brien. Trustee Murphy seconded the motion. Trustees Galloway, Miller and Murphy voted "aye".

**4b. Review and Act Upon Final Presentation of Eagle Scout Project by Mason Peterson, Troop 80:** Mason Peterson passed out photos of his Eagle Scout Bridge Project. He stated the Board approved his project on April 4, 2019. Costs of the project were:

Bridge Supplies – Screws/Lumber - \$951.58  
Food/Drink for Workers - \$352.54  
Total Cost - \$1,304.12

Donations from Family & Friend - \$1,272.00  
Out-of-Pocket Expenses - \$32.12

**4c. Swear in new Deputy Assessor – Colleen O'Brien:** Deputy Clerk, Barbara Wojnicki proceeded to administer the Official Oath and Colleen O'Brien proceeded to take the Official Oath.

## **5. Reports:**

*Highway Commissioner – Sam Gallucci:* Gallucci stated the Highway Department is now using a product called Beet Heat, instead of Calcium Chloride. The Calcium Chloride will rust out vehicles. He also stated a Roundabout will be started this year at the intersection of Burlington and Bolcum Roads. The District snowplowed and salted roadways on 02/05, 02/06, 02/09, 2/12, 02/13 and on 2/26/2020 throughout Campton Township, Village of Campton Hills and in Plato Township; Preparation of brine for tanks and trucks; treatment of roadways with brine (geo-melt & salt) on several occasions; Repaired damaged mailboxes and posts throughout Campton Township and the Village of Campton Hills; All grates, storm drains were cleaned of debris throughout Campton and the Village; Road District contracted with the Village of Campton Hills to complete **Cold patch on McDonald Road**; Cold patch/repaired potholes throughout Campton Township and the Village of Campton Hills; Checked all stop signs in Campton Township and the Village of Campton Hills; Replacement of

damaged or missing signs on a weekly basis; Assessment of roadways for drainage problems and potholes; Checked for issuance of culvert permits throughout Township

and the Village of Campton Hills; Ongoing maintenance on township vehicles and equipment performed in-house by Highway District staff.

*Assessor – Alan D. Rottmann:* Assessor Rottmann reported that his staff is reviewing sales for adjustments; Kane County is online with tax bills.

**Solid Waste District** – *Steven Cartwright, President:* Solid Waste District President Cartwright gave a report which stated The Kane County **Diversion Rate** for 2019 is **34%**. On March 20, 2020, Campton Township Solid Waste District will be stocking new Lakeshore garage containers at Anderson Park. Four Thousand of these containers will be recycle cans. Also, approximately one-half of the residents in the Solid Waste District will not have to change their garage pick-up day.

*Financial Report – Louise McKay, Finance Director:* Finance Director McKay's February 29, 2020 report stated:

- In February, significant time was devoted to finalizing the budget for Fiscal Year 2019-2020. The draft budget worksheet was used to create the Tentative Budget Ordinances. The final Budget Ordinances are approved at the April board meeting on Thursday, April 9<sup>th</sup>. The April board meeting follows the public hearings at 7:00 pm (Town) and 7:10 (Road) 7:20 pm current year budget amendment. The public hearings have been published in the newspaper and the Tentative Budget Ordinances have been posted at the Community Center. If any departments have any revisions to the Tentative Budget Ordinances, please let me know as soon as possible.
- PMA coupon interest during February included: \$15,740.84 in the Maintenance account and \$2,000.00 in the 2002A account.
- As of February 29<sup>th</sup>, all the funds were within their respective annual budget for the year. Any over-budget line items have an offsetting under budget line item (please see the attached Line Item Budgets). The final Line Item Amendments to the Original Budget will be presented at the April 9<sup>th</sup> meeting for board approval. It is anticipated at this time that all Funds will end the year with a surplus.
- An audit planning meeting was held with Fred Lantz, the Partner-in-Charge of Government Services for Sikich. The audit team will be at the Township for one day of preliminary field work on Tuesday, March 31<sup>st</sup>.

*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, and staff pruned entrance evergreen plants. Repaired the park sign and soccer field sign & post. Painted inside of port-o-let blind.
- **At Whitney Park** Snow was plowed.
- **At the Community Center** Snow was plowed and ice control was applied. Staff returned the Ford Explorer to, the Assessor's Office, from winter storage. Cleaned up debris from the Village of Campton Hill's Winter Fest. Also, applied patch asphalt parking lot holes.
- **At Corron Farm** Snow was plowed and ice control was applied. Staff added handrail to Dairy Barn stairs. The Emergency Exit sign has been repaired and staff regraded the area near the Dairy Barn. A deck was built in the barn and staff painted the dairy tank room.
- **At Gray Willow** Snow was plowed and also, staff cut and hauled away trees. Brush was cleaned up by the Open Space office.
- **At Headwater Park** Snow was plowed and ice control was applied. Staff applied patch asphalt along roadway. At Motz, cut and burned brush pile and did a playground inspection.

- **At Harley Woods/Torchy Property** Snow was plowed and staff repaired the Kiosk door.
- **At Brown Road Meadow** Park is closed for the winter – No report.
- **At Poynor Park** Park is closed for the winter – No report.
- **At Town Hall** Snow was plowed and ice control was applied.
- **In General:**
  - Bed liner installed on truck 56.
  - Repairs made to red trailer.
  - Snow plow/ice control Lily Lake office.
  - Assisted office staff.
  - Attended Whitney Park grant meeting.
  - Met with Wasco Boys Baseball & Wasco Fast Pitch about ballfields.
  - Safety meeting was held.
  - Attended a budget meeting.
  - Washed trucks and equipment.
  - Cleaned barn for Maple Syrup Fest.
  - Town Hall west bathroom wall needs repair due to rotting wood.

*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. Budget preparations for next fiscal year.
5. Majority of time was spent on brush clearing at Gray Willows Farm
6. Finished processing all growing season GIS data.
7. Applied for Illinois Clean Energy Community Foundation grants with Campton Township Open Space Foundation and Corron Farm Preservation Society. To be used for interpretive signs at Harley Woods and Corron Farm.
8. Preparations for Maple Syrup Fest.
9. Led after school programs for Ferson Creek Elementary School.
- 10.Began spring prescribed burn season.
- 11.Ran promotional booth at One Earth Film Festival.
- 12.Prepared seed for growing projects.
- 13.Prepared application for ComEd Green Region Grant for restoration at Gray Willows Farm.
- 14.Working on various marketing projects including brochure, website, development of style guide, and improvement of digital and social media presence.

**Trainings/Meetings:**

1. Josh Nelson attended Illinois Association of Conservation Districts conference.
2. Attended Plan Commission meeting.
3. Attended Fermilab Ecological Land Management meeting.
4. Max Anderson completed ICS-100, S-130, and S-190 prescribed burn trainings.
5. Met with Michelle Kelly regarding Whitney Park and OSLAD application.
6. Met with Matt Zerby of Wasco Nursery regarding Whitney Park landscape plan.
7. Attended Fox River Ecosystem Partnership presentation on pond restoration.
8. Attended Illinois Native Plant Society herbarium tour at the Field Museum.
9. Continued work on Eagle Scout projects.
- 10.Planning Earth Day service day for Ferson Creek Elementary.

**Volunteer Service:**

	Hours	IRS Value	Staff Value
<b>Total Volunteer Hours to Date</b>	<b>981</b>	<b>\$23,681.34</b>	<b>\$9810</b>

**Vol. Steward Hours to Date                      196                      \$ 4,731.44                      \$1960**

**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. Spring prescribed burn season.
6. Preparations for spring planting and growing projects.
7. Begin spring planting and growing projects.
8. Begin spring weed control projects
9. Maple Syrup Fest

*Website Improvements Report – Trustee Stutesman:* Absent

*Planning Commission Report – Anthony Bailey (Plan Commission member reporting for Jesse Varsho):* Deborah Callister will be sworn in at the April meeting as a new Plan Commission Member. Residents would like horse use at more Open Space, mainly, Corron Farm. Parking for horse trailers is lacking at Corron Farm. Staff is looking at the Cow Pasture to provide extra parking for car and horse trailers. Cost of a new culvert at the Cow Pasture would be approximately \$5,000 - \$8,000.

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

- Township staff and I reviewed and modified the proposed 2020 – 2021 Open Space and Maintenance and Township Administration budgets. All departments are fully funded and budgets are balanced to revenue. We will finish FY 2019 with a small surplus.
- I met with V3 Companies to review progress on the Township wetland mitigation banks. They will be performing additional planting/restoration at Gray Willows late winter/spring. We also received additional funds from wetland credit sales. This included; \$25,642.00 for credit sales and \$2,235.16 for the long-term maintenance fund.
- I have met several times with staff and volunteers for the Township's Maple Festival, which will be held March 14<sup>th</sup>. The full-scale evaporator will be in operation producing maple syrup. In addition, we will have a cast iron kettle in operation, which will demonstrate how maple syrup was produced in the past. Several Sugar Maple and Silver Maple trees have been tapped at the Corron Farm, and they are producing maple sap. I helped Mark Metzger last weekend operating the full-scale evaporator. We will have examples of finished maple syrup, made from our own trees in the Township, for the public to sample. Maple syrup will also be sold at the festival. It is called Campton Township Gold.

**6. Approval of Minutes**

*a. Board Meeting February 11, 2020:* Trustee Galloway moved the Board approve the minutes of the meeting of February 11, 2020. Trustee Murphy seconded the motion. In a voice vote Supervisor Kupa, Trustees, Galloway, Murphy and Miller (by phone) voted aye. Trustee Stutesman was absent. The motion passed.

**7. Citizens' Comments:** No Citizens' comments.

**8. Old Business – Presentation and discussion for Action:**

*a. Review and Act Upon Troop 13 Using the Community Center as a Meeting Location:* Josh Nelson stated the engineer is finalizing plans. Supervisor Kupa made a motion to table 8a. Trustee Galloway seconded the motion. Supervisor Kupa, Trustees, Galloway, Murphy and Miller (by phone) voted aye.

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

*c.d.e. Review and Act Upon Appointment of CTSWDD Board Position:*  
*Swear in new CTSWDD Board Member – Deborah Callister:*

*Swear in new CTSWDD Board member – Anthony Bailey:*

Motion made by Supervisor Kuper to table 9.c.d.e. Seconded by Trustee Murphy. In a voice vote Supervisor Kuper, Trustees Galloway, Murphy and Miller (by phone) voted aye.

*g. Review and Act Upon holding 1-Day Highway Life Music Festival at Poynor Park on August 8, 2020.* Trustee Murphy moved the Board approve the 1-Day Highway Life Music Festival at Poynor Park. Trustee Galloway seconded the motion. Supervisor Kuper, Trustees, Galloway, Murphy and Miller (by phone) voted aye.

*h. Review and Act Upon the Approval of the Annual Town Meeting Agenda.* Trustee Galloway moved to approve the Annual Town Meeting Agenda. Trustee Miller seconded the motion (by phone). Supervisor Kuper, Trustees, Galloway, Murphy and Miller voted aye.

*i. Review and Act Upon the Changing the date of the next regular Board meeting from Tuesday, April 7 to Thursday, April 9.* Trustee Miller (by phone) moved to approve the motion. Trustee Galloway seconded the motion. Supervisor Kuper, Trustees, Galloway, Murphy and Miller voted aye.

*j. Review and Act Upon Approval of Resolution to Pursue ComEd Green Region Grant for Gray Willows Tucker Run Corridor Enhancement.* Trustee Miller (by phone) moved to approve the motion. Trustee Galloway seconded the motion. Supervisor Kuper, Trustees Galloway, Murphy and Miller voted aye.

*k. Review and Act Upon Campton Township General Town Fund Tentative Budget and Appropriation Ordinance #20-1T.* Motion made by Trustee Miller (by phone) and seconded by Trustee Murphy. Supervisor Kuper, Trustees Galloway, Murphy and Miller voted aye.

*l. Review and Act Upon Campton Township Road and Bridge Fund Tentative Budget and Appropriation Ordinance #20-1R.* Motion made by Trustee Miller (by phone) and seconded by Trustee Galloway. Supervisor Kuper, Trustees Galloway, Murphy and Miller voted aye.

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

*a. Town Fund \$8,516.35:* Trustee Murphy moved the Board to approve the claims and demands on the Town Fund in the amount of \$8,516.35. Trustee Galloway seconded the motion. In a roll call vote, Supervisor Kuper and Trustees Galloway, Miller (by phone) and Murphy voted aye. Trustee Stutesman was absent. The motion passed.

*b. Road and Bridge Fund \$233,650.45:* Trustee Galloway moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$233,650.45. Trustee Murphy seconded the motion. In a roll call vote, Supervisor Kuper and Trustees Galloway, Miller (by phone) and Murphy voted aye. Trustee Stutesman was absent. The motion passed.

*c. Capital improvement Fund \$0*

*d. Open space fund \$8,006.90:* Trustee Murphy moved the Board approve the Open Space Fund in the amount of \$8,006.90. Trustee Murphy moved the Board approve the claims and demands on the Open Space Fund in the amount of \$8,006.90. Trustee Galloway seconded the motion. In a roll call vote, Supervisor Kuper and Trustees Galloway, Miller (by phone) and Murphy voted aye. Trustee Stutesman was absent. The motion passed.

## **10. Executive Session – Review Executive Session Minutes of February 11, 2020:**

*aa. Review and Act Upon Whether to Approve Executive Session Minutes of February 11, 2020.* Trustee Miller (by phone) motioned to table the Executive Session Minutes of February 11, 2020. Motion seconded by Trustee Galloway. In a voice vote, Supervisor Kupa and Trustees Galloway, Miller (by phone) and Murphy voted aye. Trustee Stutesman was absent. The motion passed.

*bb. Review and Act Upon Whether to Open Executive Session minutes of January 14, 2020; April 7, 2005; January 11, 2005; October 21, 2004; July 22, 2004; October 14, 2003, June 10, 2003; and December 10, 2002.* Trustee Miller (by phone) motioned to table the Executive Session Minutes listed in **10.bb**. Motion seconded by Trustee Galloway. In a voice vote, Supervisor Kupa and Trustees Galloway, Miller (by phone) and Murphy voted aye. Trustee Stutesman was absent. The motion passed.

*cc. Review and Act Upon Whether to Destroy Approved Executive Session Audio Tape Minutes older than 18 Months.* Trustee Miller (by phone) motioned to table *cc*. Whether to Destroy Approved Executive Session Audio Tape Minutes older than 18 Months. Motion seconded by Trustee Galloway. In a voice vote, Supervisor Kupa, and Trustees Galloway, Miller (by phone) and Murphy voted aye. Trustee Stutesman was absent. The motion passed.

**11. Adjournment:** Trustee Miller (by phone) motioned to go out of Executive Session. Trustee Murphy seconded the motion. In a voice vote Supervisor Kupa, and Trustees, Galloway, Miller (by phone) and Murphy voted aye. Trustee Stutesman was absent. The motion passed and the meeting adjourned and 8:50 p.m.

Respectfully Submitted,

Barbara R. Wojnicki  
Deputy Clerk for Clerk Richard Johansen





