

This meeting is by video conference. At 7:15 p.m. May 12, 2020 a link and log in information for Public Attendees will be posted on the front page of our website at www.camptontownship.com.

1. 2. 3. The May 12, 2020 video conference Board meeting was called to order by Supervisor Kuper, at home, at 7:30 p.m. The Pledge of Allegiance was recited. Clerk Johansen, at home, called the roll with Supervisor Kuper and Trustees Stutesman, Galloway, and Miller present, remotely, at home. Trustee Murphy, at home, appeared by audio at 7:34 p.m.

4. Reports:

Highway Commissioner – Sam Gallucci: Commissioner Gallucci, at home, reported all trucks passed annual inspection and received certification, a culvert under Buckskin Trail and Bolcum Road was replaced, shoulder gravel was applied on Jens Jensen Lane, a damaged mailbox on Campton Hills Road was repaired, rip rapp was applied to the Castle Drive catch basin and on the Jens Jensen Lane ditch line, the catch basin on Iron Wood Drive was pumped out, garbage was picked up on Bolcum and Beith Roads, asphalt repair was done on Jens Jensen Lane and Stirrup Avenue, V boxes were removed and transported to the annex building, and we continued to Dura Patch Campton Hills Road. Residential lawn damage caused by snow plowing was restored throughout Campton Township and the Village of Campton Hills; 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; all stop signs in the Township and Village were checked on a weekly basis and damaged or missing ones replaced; and we 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, at home, stated he turned in the 2020 assessment rolls to Kane County. They will be published in the Kane County Chronicle on May 28, 2020. There is a 1.5 % increase in assessments, the lowest in Kane County. Tax bills are out. The equalization factor is 1.0149. The first installment of the tax bill is due June 1st. but the County Board voted by Resolution to extend the first installment due date to July 1st with no penalty. E. Murphy, at home, stated she heard real estate sales are good. We need to look at the investing environment because we need an alternative to PMA. County Board Representative Barbara Wojnicki, at home, stated she will see where Kane County is investing.

Solid Waste District – Steven Cartwright, President: Solid Waste District President Cartwright, at home, stated some of the new Lakeshore Recycling carts were delivered with the wrong lids and residents got an apology from Lakeshore Recycling. The biggest problem was there was a poor job of picking up the Waste Management carts. There are still some Waste Management carts out there. 975 carts were exchanged for a different size.

Financial Report – Louise McKay, Finance Director: Finance Director McKay’s report

stated:

- This is the first month of the new fiscal year, April 1, 2020 through March 31, 2021. April is the busiest month with the closing of fiscal year 2019 – 2020. Many tasks for April include preparing the cash financials for the Annual Town Meeting, the final budget amendments for fiscal year 2019 – 2020, updating any changes to the budget Ordinances for 2020 – 2021, and beginning to prepare for Sikich auditors all the client prepared work papers. All this has been further complicated by COVID – 19 and reduced hours for the Supervisor office staff.
- PMA investment revenue for April 2019 from bonds and Certificates of Deposit were: PMA Maintenance AC: \$1,750; 2007A account \$3,000.00. The receipt of these monies and related amortization of premium or discount are reflected on page 2 of the Investment Report. In April, the \$200,000 Federal Home Loan Bank Note maturing 10-28-2026 was called due to lower interest rates available by re-issuing. As in March, the \$250,000 Federal Farm Credit Bank Note maturing 10-20-2025 also was called. PMA quoted Certificate of Deposit rates of .65 to .7% requested rates for Municipal Bonds.
- The Investment Report Cash in Checking beginning balance (March 31st) on the April 30, 2019 Investment Report has been restated for purposes of the audit from the March 31, 2019 Investment Report. Cash in the payroll clearing account is comprised of payroll liabilities (i.e. IMRF due the 10th of the following month, SUTA taxes due quarterly). For the purposes of the audit these amounts are calculated by fund and reclassified to the applicable Town, Road or Open Space Fund Cash in checking and payroll liability account.
- The April Revenue and Expenditure to Budget Report does not have the new budget for April 2020. The monthly budget input into Abila is a time consuming task; it will be completed prior to the next Board meeting.
- Major expenditures include the Kane County Real Estate Tax Bills for 2019, the repair of the Open Space pick-up truck from the hit and run accident, and Road truck #3 repairs from the annual inspection. All are included in the claims and demands. The Real Estate Tax Bills and the Open Space truck repairs would not appear on the April 2020 Revenue and Expenditure to Budget because they both had March 31, 2020 dates.
- The quarterly payroll tax returns for the first quarter were completed in April and submitted.
- The auditors working remotely has been very challenging causing additional work for the office staff having to pull documents and scan them to the auditors. Working in the office today to try to assist with the process.

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

Operations Manager – Tom Serewicz: Operations Manager Serewicz, at home,
stated:

- **At Anderson Park** mowing and weed whacking was done, broadleaf control applied, a trail re-graded, a damaged culvert replaced, turf builder applied, a new dog waste station installed, repair caution tape placed around the playground twice, and water was turned on for the season.
- **At Whitney Park** turf was mowed, branches picked up, and Trillium Dell replaced two 8X10 sill beams.
- **At the Community Center** mowing and weed whacking was done, and the walk was shoveled and salted for snow.
- **At Corron Farm** mowing and weed whacking was done, parking lot gravel was repaired, gravel was added to the sidewalk of the Hired Man's House, a dog waste station was added, water was turned on for the season, and trails were mowed (the north and east sides were under water).
- **At Gray Willows** mowing and weed whacking was done, turf builder applied, and the main house was cleaned.
- **At Town Hall** mowing and weed whacking was done and water was turned on for the season.

- **At Brown Road Meadows** mowing and weed whacking was done, turf builder was applied, the port-o-let area was rearranged to accommodate yard waste, and a “compost area” sign was added.
- **At Lily Lake Blue Park**, Blue Park was mowed, and Lily Lake Cemetery was mowed three times.
- **At the Headwaters Conservation Area** mowing and weed whacking was done, gravel trails repaired, water turned on for the season, and a quote was obtained on draining the trail through the grass swale.
- **At the Harley Woods Torch Property** mowing and weed whacking was done, and a dog waste station was installed.
- **At Poynor Park** mowing and weed whacking was done, trails were mowed, broadleaf control applied, a gravel path repaired, and a meeting with the softball league was held about night cameras.
- **In General**, Lakeshore Recycling will pay for damage to turf at Anderson Park, Port-o-lets were lysoled daily, Trillium Dell staff stayed over night at Gray Willows, a meeting took place with the cement contractor at Whitney Park, office staff was assisted, and an unauthorized ball game was broken up at Poynor Park. **J. Kupa, at home, stated the sports fields are still closed at least until June. We need to see where the State of Illinois is going with rules about the Covid – 19 virus pandemic.**

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

Projects Completed/Ongoing:

- Assisted Operations Staff as needed.
- V3 continues work on the Gray Willows and Headwaters wetland restoration.
- Equipment/office maintenance.
- Received grants for Corron Farm and Harley Woods through the Corron Farm Preservation Society, and the Campton Township Open Space Foundation. Grants are for \$5,500 each, to be used for the installation of new interpretive signs. Grants were awarded from the Illinois Clean Energy Community Foundation.
- Began spring herbicide projects.
- Prepared flats of native plants.
- Finished Children’s Prairie planting. Creating a series of videos to digitally celebrate the project with Ferson Creek Elementary.
- Working on various marketing projects including brochure, website, development of style guide, and improvement of digital and social media presence.
- Assisted with precautions and maintenance related to Covid-19 virus.
- Planted new trails at Gray Willows Farm and Headwaters.
- Salvaged limestone and historic artifacts at Whitney Schoolhouse.

Trainings/Meetings:

- Most meetings/trainings canceled due to the virus.
- Met with graphic designers regarding Township media.
- Multiple meetings regarding Whitney Schoolhouse.

Volunteer Service:

	Hours	IRS Value	Staff Value
Total Volunteer Hours to Date	981	\$23,681.34	\$9,810
Volunteer Steward Hours to Date	196	\$4,731.44	\$1,960

- All volunteer service projects cancelled/postponed due to the virus.

Upcoming:

- Growing season weed control.
- Maintenance of new planted sites.

- Resuming Eagle Scout projects as virus allows.
- Continued work on marketing projects.
- Assisting with Whitney Schoolhouse project.

Website Improvements Report – Trustee Stutesman: Trustee Stutesman, at home, stated there is nothing new to report.

Planning Commission Report – Jesse Varsho: Planning Commission Chairman Varsho, at home, stated the Commission did not get together this month. We will try for a June meeting. The ball is in Campton Hills court regarding the zoning issue. Get a grant for the Whitney Schoolhouse. How do we continue to develop Gray Willows? For horses look at Corron Farm parking for horse trailers.

Supervisor Report – John Kupa: Supervisor Kupa, at home, stated:

- We were able to purchase 250 face masks to defend against the Covid – 19 virus.
- The Village is giving conflicting information about Campton Township Open Space. A Campton Hills police officer said it's OK to play baseball on a Campton Township baseball field. It's not OK and Operations Manager Serewicz had to break the game up.
- Regarding Prairie Fest, the vendors and re-enactors want to participate. We told them to proceed as if it will take place. It's not until September. E. Murphy, at home, said let's wait until June because the Covid – 19 cases are still going up. We will need a buffer in time after they stop going up. Let's defer a decision until the June or July meeting. T. Stutesman, at home, said let's try a virtual Prairie Fest.
- Supervisor Kupa continued, we are waiting for construction of a foundation of the Whitney Schoolhouse.
- At Campton Township parks there are lots of people out there now. They are using social distancing.
- He asked Finance Director McKay to look At the economic effects of the downturn on Campton Township revenue. Is there a cash flow issue affecting operations? E. Murphy, at home, stated if the federal government is passing out money to municipalities – if we have a shortfall, and have programs in place – it's easier to ask for funds from the next stimulus package.

5. Approval of Minutes:

a. Board Meeting April 9, 2020: T. Stutesman, at home, moved the Board approve the minutes of the meeting of April 9, 2020. J. Miller, at home, seconded the motion. In a voice vote Supervisor Kupa and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

b. Public Hearing Town Fund Budget & Appropriation Ordinance #20-01T: T. Stutesman, at home, moved the Board approve the Town Fund Budget and Appropriation Ordinance #20-01T. J. Miller, at home, seconded the motion. In a roll call vote Supervisor Kupa and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The Ordinance passed.

c. Public Hearing Road Fund Budget & Appropriation Ordinance #20-01R: E. Murphy, at home, moved the Board approve the Road Fund Budget and Appropriation Ordinance #20-01R. J. Miller, at home, seconded the motion. In a roll call vote Supervisor Kupa and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The Ordinance passed.

d. Public Hearing to Amend the Current Budget: T. Stutesman, at home, moved the current budget be amended. S. Galloway, at Home, seconded the motion. In a roll call vote Supervisor Kupa and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

6. Citizens' Comments: Trustee Murphy, at home, stated she cosigned the Township checks that paid the real estate taxes on Gustafsons (Whitney property). Have we completed removing it from the tax rolls? There were five pin numbers on the property. County Board Representative Barbara Wojnicki, at home, stated they are

taxed together. Representative Wojnicki continued, Al Lenkaitis Senior passed away. J. Miller, at home, said lets send a flower arrangement. Barb Wojnicki said I'll get the address.

7. Old Business – Presentation and Discussion for Action:

a. Review and Act Upon Troop 13 Using Community Center as Meeting Location: Restoration Ecologist Nelson, at home, said there is no update. J. Miller, at home, moved the Board table this agenda item. E. Murphy, at home, seconded the motion. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

b. Swear in New Planning Commission Member – Deborah Callister: J. Miller, at home, moved the Board table this agenda item. T. Stutesman, at home, seconded the motion. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

8. New Business – Presentation and Discussion for Action:

a. Review and Act Upon Appointment of CTSWDD Member: S. Galloway, at home, stated Bob Brill is a 35 year resident of Campton Township. T. Stutesman, at home, moved the Board appoint Robert Brill a member of the Campton Township Solid Waste Disposal District. J. Miller, at home, seconded the motion. In a voice vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

b. Swear in New CTSWDD Member – Bob Brill: Clerk Johansen, at home, swore in Robert Brill, at home, as a member of the Campton Township Solid Waste Disposal District.

c. Review and Act Upon Approve V3 Contract for Headwaters Ecological Management: Restoration Ecologist Nelson, at home, stated this is an hourly contract totaling \$10,000 for V3 to do the ecological management within the Headwaters Phase I Conservation Area during the 2020 growing season. They have been doing a great job for us. J. Miller, at home, moved the Board approve V3 doing the ecological management within the Headwaters Phase I Conservation Area during the 2020 growing season for a amount not to exceed \$10,000 for all work. T. Stutesman, at home, seconded the motion. In a roll call vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

9. Claims and Demands Authorized for Payment:

a. Town Fund \$4,704.59: T. Stutesman, at home, moved the Board approve the claims and demands on the Town Fund in the amount of \$4,704.59. E. Murphy, at home, seconded the motion. In a roll call vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

b. Road & Bridge Fund \$22,673.11: S. Galloway, at home, moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$22,673.11. J. Miller, at home, seconded the motion. In a roll call vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

c. Capital Improvement Fund \$14,903.89: S. Galloway, at home, moved the Board approve the claims and demands on the Capital Improvement Fund in the amount of \$14,903.89. J. Miller, at home, seconded the motion. In a roll call vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

d. Open Space Fund \$15,202.31: T. Stutesman, at home, moved the Board approve the claims and demands on the Open Space Fund in the amount of \$15,202.31. S. Galloway, at home, seconded the motion. In a roll call vote Supervisor Kubar and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

10. Executive Session – Review Executive Session Minutes of March 10, 2020; February 11, 2020; January 14, 2020; April 7, 2005; January 11, 2005; October

21, 2004; July 22, 2004; October 14, 2003; June 10, 2003; December 10, 2002; Review Whether to Destroy Approved Executive Session Audio Tape Minutes Older than 18 Months; Land Acquisition; Personnel Issues; Legal Issues.

J. Miller, at home, moved the Board table Executive Session. S. Galloway, at home, seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

11. New Business Continued

aa. Review and Act Upon Whether to Approve Executive Session Minutes of March 10, 2020; February 11, 2020: J. Miller, at home, moved the Board table this agenda item. E. Murphy, at home, seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. 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. J. Miller, at home, moved the Board table this agenda item. E. Murphy, at home, seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

cc. Review and Act Upon Whether to Destroy Approved Executive Session Audio Tape Minutes Older than 18 Months: J. Miller, at home, moved the Board table this agenda item. E. Murphy, at home, seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed.

Trustee Miller stated lets not let these minutes pile up. Lets scan them and send them to individual Board members. Clerk Johansen stated these are closed Executive Session minutes. The discussion about them needs to be closed to the public. Moderator Mark Rake stated the video conference can be closed to the public by him. Clerk Johansen stated he will scan the closed Executive Session minutes and send them to individual Board members so a closed discussion about them can take place at the next meeting.

12. Adjournment: T. Stutesman, at home, moved the Board adjourn the meeting. E. Murphy, at home, seconded the motion. In a voice vote Supervisor Kuper and Trustees Stutesman, Galloway, Murphy, and Miller, all at home, voted aye. The motion passed and the meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Richard Johansen

Clerk

