

**1.2.3.** The November 12, 2025 Board meeting was called to order by Supervisor Kupar at 6:30 p.m. at the Community Center. The Pledge of Allegiance was recited. Director Flakus called the roll with Supervisor Kupar and Trustees Varsho, Miller, Murphy, and Metzger present.

#### **4. New Business:**

##### **a. Update from CTOSF:**

Bob Kolicki handed out the CTOSF update.

- Kolicki discussed the items purchased for the Open Space Natural Resources staff.
- \$1,000.00 donation to be used towards legal fees to purchase Goldenstein East.
- The CTOSF worked with Tom Serewicz and had Rail Road ties, repainting of the community center sign & stone added to the front of the Community Center to create a better look for people coming.
- Kolicki also discussed the \$23,272 reimbursement for the UTV purchased for Natural Resources.

Kolicki also mentioned the flyer the CTOSF created, see attached flyer. Supervisor Kupar mentioned how great of a partnership the CTOSF has been for the Township. Trustee Murphy thanked them as well as the rest of the Township Board.

##### **b. Presentation by Sikich**

Kellen O'Malley, a CPA Auditor from Sikich, LLC. spoke to the Township Board about the completed audit for Fiscal Year ending March 31, 2025.

- The standards used in conjunction with the Audit are set by GAAS (Generally Accepted Auditing Standards) and GASB (Governmental Accounting Standards Board).
- The Township received an 'Unmodified Opinion' which is the highest opinion given for the Audit.
- O'Malley went over a correction made to the Road Fund discovered by Director Flakus, as well as the MD&A (Management Discussion & Analysis) which was written by Director Flakus.

- O'Malley then went over the Financial Statements in the Financial Report as an overview. The statements he went through included:
  - Statement of Net Position on page 5.
  - Statement of Activities on page 6.
  - Balance Sheet on page 7. Supervisor Kubar asked about the land we have purchased and that took over Fiscal Years. O'Malley answered that the portion paid in this Fiscal Year was recorded as a 'prepaid expense', which is also still reported as an Asset. Once the property is fully purchased it will be fully added as an Asset for the Township.
  - Statement of Revenues, Expenditures & Changes in Fund Balances on page 9.
  - Schedule of Changes in Employer's Net Pension Liability and Related Ratios on pages 39-40. O'Malley mentioned that as of calendar year end 2024, the Township was 105% funded in its IMRF (Illinois Municipal Retirement Fund) meaning that we are funding it appropriately.
- O'Malley then thanked the Board and Director Flakus for the hard work that went into this Audit. Kubar asked if there were anything that the Township could improve on with the Board Reports and then thanked him.
- Trustee Murphy about page 12 of 'Auditors Communication with the Board' report. Her concern was on the deficiencies list of the Foundation, CTOSF. She asked if there was a threshold or \$ amount that would make the Foundation be considered a component unit because the Township has been doing more work with the foundation. O'Malley stated we continue to look at it every year, but there really isn't a specific threshold amount.
- For any additional information, contact Director Flakus for a copy of the Financial Reports.

## **5. Reports:**

### ***Highway Commissioner – Sam Gallucci:***

- The Highway District Performed the following tasks in Campton Township & the Village of Campton Hills:
  - Completed Fall Brush Pickup
  - Deceased animal removed from Walt Whitman Road
  - Cold patching, Dura-patching, Gravel Clean up and tree trimming were completed on all roadways throughout Campton Township and the Village of Campton Hills.
  - Completed inspections and repairs of all plow trucks in preparation of this upcoming winter plowing.
  - Highway District completed fall brush pick-up and tree trimming for Plato Township portion of Campton Hills
  - Highway District completed cold patching and dura-patching on Welter Road in Virgil Township.
  - Assessed roadways for potential drainage and pothole issues, checked for damaged or missing signs, checked stop signs throughout the Township, performed maintenance in-house on Township vehicles and equipment.
  - Crewman completed a woodchipper and chainsaw training on 10/1/2025.
  - Crewman completed a Brush Pick-up review prior to starting on 10/1/2025.

***Assessor - Alan D. Rottmann:*** Assessor Rottmann was not present. No report attached.

***Solid Waste District – Bryan Kerwin, President:*** President Kerwin was not present. No report attached.

**Financial Report – Rebekah Flakus, Finance Director:** Finance Director Flakus stated 58.33% of year has been completed.

- Town Fund Revenues are \$329,875.05 for the month and \$1,234,433.74 year to date.
- Town Grant Proceeds included a \$300,000.00 advance funding for the OSLAD Grant Project at Anderson Park.
- Road District Fund Revenues are \$63,054.11 for the month and \$2,216,768.04 year to date.
- Road Maintenance buildings is over budget due to repairs to Building doors and a garage door.
- Road Buildings & Improvements #5290 includes the new budgeted salt dome. So far, \$261,287.24 has been spent on the dome, \$25,612.23 for a new ventilation/exhaust system installed in Building B, and initial costs for the remodel and upgrade of the bathroom in Building B.
- Open Space Fund Revenues are \$90,951.29 for the month and \$2,654,048.42 year to date.

**Corron Farm Preservation Society update – Laurel Garza, President:** Absent. No report.

**Operations Manager – Tom Serewicz:** Operations Manager Serewicz stated:

**At Anderson Park** Mowing & Weed whacking, assist with Bike Rally – 400 participants, added gravel to parking lot and repaired split rail fence.

**At Whitney Park** Pruned trees and mowing and weed whacking.

**At the Community Center** Mowing & Weed whacking, assist with refurbish sign project, assist with new railroad ties project, added salt to water softener and repaired toilet.

**At Gray Willows** Mowing and weed whacking, mowing trails. Dumpsters emptied and returned, repaired gravel road to Main House.

**At Harley Woods** Mowing and weed whacking, mowing trails.

**At Corron Farm** Mowing trails and mowing grass and weed whacking. Assist with the 190<sup>th</sup> party, cleaned Big Tool Shed and House Barn, Finished Big Tool Shed insulation project.

**At Town Hall** Mowing & Weed whacking.

**At Brown Road Gardens** Mowing & Weed whacking, mowing abandoned plots and rototill unused plots.

**At Lily Lake** Mow & weed whack Blue Park.

**At the Headwaters Conservation Area** Mowing & Weed whacking, mowing trails and repairs to split rail fence.

**At Poynor Park** Mowing & Weed whacking, mowing, assist with softball tournament, weed control applied to turf, repairs to split rail fence and pruned trail trees.

**At Goldenstein** Mowing & Weed whacking.

**In General** office staff, Open Space outreach staff, and Open Space Natural Resources staff were assisted, attended manager meeting, attended open space & Anderson Park Grant Meetings and assisted with Open Space Conservation Foundation Meeting. Assisted with Campton Hills Boo Fest, purchased 8 more tables for Gray Willow, reviewed Anderson Park blueprints, and assisted Com-Ed with Route 38 Headwater tree pruning project for December.

Supervisor Kubar asked if the \$1.5 million quote for Anderson Park Project be reduced to \$1.3 million because we are utilizing a lot of Town Funds. \$600k from Grant, but remaining is to be paid from Town Fund contributions and other contributions from Wasco Baseball.

Banner up redid the Community Center sign and restored it to the original sign colors. Kubar asked Serewicz where last year's signs are for Christmas at Corron and mentioned creating a central location for all signs going forward.

***Open Space Ecologist – Carter Dell:*** Open Space Ecologist Dell's report stated:

**Natural Resources:**

- Completed native seed harvest with 11 harvests at most of our sites with huge volunteer input.
- Cut and cleared trees at Gray Willows, Headwaters, and Harley Woods.
- Site preparation for prescribed burning.
- Ordered Demonstration Garden replacement signs.
- Began burn season at Headwaters Conservation Area.

**Professional Development:**

- Sarah assisted the 190<sup>th</sup> anniversary
- Assisted with meeting of Homer and Dundee Townships to discuss open space program planning.
- Assisted with Boo After Dark event with the Village of Campton Hills Police Department.
- Tabled National Night Out
  - Hosted two "Burn Refresher" sessions at the Open Space Office
  - Trained volunteers on safety measures, PPE, sites, wind direction, radios and hand tools.
  - Nick O and Sarah completed S-130 Field Day burn training with Maple Park FD.

**Miscellaneous:**

- Hauled out trash at neighboring property at Gray Willows Farm.
- Tidied up the office.
- Winterize big tractor, truck & burn pump maintenance.

***Outreach Program Report– Kaitlyn Ruffino:*** Ruffino stated:

- Boo After Dark Event – huge success. Over 1,000 people in attendance.
- Met with Police Chief Levand on Officer Stavi twice in preparation for the Boo After Dark Event with Carter Dell.
- Christmas at Corron – updated banners and yard signs with new date, printed flyers and handed them out of events, created scavenger hunt for event, ordered two large banners for the bridge advertising the event & put up yard signs throughout Township.
- Rentals – working with a couple different Scout groups for planning meetings/campouts/rocket launches.
  - Communicating with Mike Nelson on next year's plans and dates for events. Also, in touch with Sherry about renting tool shed.
  - Scheduled the Native Plant Sale for next May.
- Marketing – social media posts, creating events for weekly seed harvest/Boo After Dark and Christmas at Corron, working on monthly newsletter, including picture content.

- Updated November Calendar and created 2026 calendar since reservations have already been received for 2026 for Big Tool Shed and Gray Willows Barn.
- Corron Farm 190<sup>th</sup> year Anniversary - Marketed event on Facebook and working with Rhonda for any help needed between both Fall events.

***Planning Commission Report:*** – *Jesse Varsho, Chairman:* Chairman Varsho stated:

Trustee Varsho also discussed touring the Whitney School House @ meeting next week. They will be discussing the Comprehensive Plan and updates.

***Supervisor Report:*** – *John Kubar:* Supervisor Kubar stated:

- Cemetery – working to figure out how to manage it going forward. Possibly using an outside firm to manage it. See attached Professional Cemetery Services flyer. Trustee Murphy stated she called this company and wasn't happy with them and suggested using someone else or another company. Trustee Varsho mentioned that we need to figure out how to manage it because it is new to Township and ultimately the Township's responsibility. Trustee Murphy said to hold the Bond Conway Legal invoice that was to be paid for cemetery legal fees until we get a report from them.
- Saturday, October 19<sup>th</sup>, Township & Conservation Foundation hosted Dundee & Home Glen Townships & the Village of Sleepy Hollow at Corron Farm. Kubar stated they discussed how to develop open space programs including public outreach, referendums, public participation, land acquisition conservation easements & Grants. Dundee Township will be hosting the next meeting sometime in December, 2025.
- Trustee Murphy and Supervisor Kubar had a conference call with Anthony Miceli of Speer Financial to discuss the Township's first draw for the 2025 Referendum. Speer Financial suggested that the draw for the 2026 Series Bonds be in the amount of \$3.5 million. Under this amount, residents' tax bills would remain stable without increase. The timeline of for the 2026 Series Bonds includes:
  - Initial term sheet distribution 1/5/2026.
  - Comments due on Term Sheet 1/12/2026.
  - Distribute Bank list for Approval 1/12/2026.
  - Distribute Bond Ordinance 1/26/2026.
  - Finalize & distribute final Term Sheet 1/27/2026.
  - Bond Sale 2/10/2026.
  - Approval of Bond Ordinance as Agenda item on 2/10/2026 Meeting.
  - Bond Closing on 2/26/2026
- The IGA with Kane County Forest Preserve District of Kane County is still moving forward. The Township will be voting tonight to approve a resolution for a public meeting of the Township electors to approve the land exchange.
- Kubar attended public meetings for the planning & zoning commission at the Village of Campton Hills. He expressed his support to consider the application of Special Use/PUD for the La Fox of Campton Hills development. Most of his comments were centered around the large amount of open space that will be preserved and he asked to comment on available water resources. He also noted that this development likely will be drilling a municipal well into the Ironton Galesburg aquifer and the St. Charles aquifer. Both aquifers have more than enough water to sustain this development in Kubar's opinion.
- On November 22, 2025, the township will be hosting Christmas at Corron Farm event. Last year's event was a great success with just under 800 people attending. This year he anticipates exceeding that number. There will be a Santa Claus, Carolers, crafters, smore's hot chocolate food and 35 dozen cider donuts. Please make time to attend.

- The Village of Campton Hills and Campton Township held the first ever Boo after Dark event at Corron Farm. The joint effort had over 1,000 people in attendance. It was a great event overall, just need to work on lighting issues. There were spots that were really dark out and need more lighting at places like the back of tractor.

**6. Approval of Minutes:**

*a. b. c. d. Board Meeting minutes from April 3, 2025, September 4, 2025, September 9, 2025 & October 14, 2025:* Trustee Varsho made a motion to table all four of these minutes as Clerk Johansen was not in attendance. Motion was 2<sup>nd</sup> by Trustee Miller. In a voice vote Supervisor Kupar and Trustees Varsho, Murphy and Miller voted aye. The motion to table passed.

**7. Citizens' Comments (comments to be kept to a maximum of 3 minutes):**

None.

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

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

*a. Review and Act Upon Resolution to seek a Special Town Meeting to consider approval of an Intergovernmental Agreement with the Forest Preserve District of Kane County relating to the swap of real estate with Campton Township.*

\* Kupar mentioned we need at least 15 voters. Trustee Varsho suggested the date of 12/4/2025, but to determine location. The Board agreed to look at Community Center if available.

In a roll call vote Supervisor Kupar and Trustees Varsho, Murphy and Miller voted aye. The motion passed.

*b. Discussion regarding 2025 Town Property Tax Levy:* Trustee Murphy suggested a 12.5% increase and that we'd need a public hearing @ 6pm prior to the Township Board Meeting. Murphy made a motion instead for 10.0% increase, motion 2<sup>nd</sup> by Trustee Miller. In a roll call vote Supervisor Kupar and Trustees Varsho, Murphy and Miller voted aye. The motion passed.

*c. Review and Act Upon Quote from V3 for work at Corron Farm:* Carter Dell stated the amount is for \$10,765.24 and is part of the reimbursements from Conservation Foundation. Motion made by Miller, Trustee Varsho seconded the motion. In a voice vote Supervisor Kupar and Trustees Varsho, Murphy and Miller voted aye. The motion passed.

*d. Review and Act Upon Quote from V3 for work at Gray Willows:* Carter Dell stated the amount is not to exceed \$15,000.00. Trustee Varsho made the motion, Miller seconded the motion. In a voice vote Supervisor Kupar and Trustees Varsho, Murphy and Miller voted aye. The motion passed.

*e. Review and Act Upon Quote from V3 for work at Harley Woods:* Carter Dell stated the amount is not to exceed \$10,000.00. Trustee Varsho made the motion, Miller seconded the motion. In a voice vote Supervisor Kupar and Trustees Varsho, Murphy and Miller voted aye. The motion passed.

*f. Review and Act Upon Quote from V3 for work at Poyner Park:* Carter Dell stated the amount is not to exceed \$7,945.00. Trustee Varsho made the motion, Miller seconded the motion. In a voice vote Supervisor Kupar and Trustees Varsho, Murphy and Miller voted aye. The motion passed.

Trustee Varsho just asked if the terms and conditions of these contracts are the same as current or previous years contracts the Township has had with V3. Carter Dell stated, “yes they are”. Varsho also mentioned a small type on the Gray Willows contract. Carter Dell is having it corrected.

**10. Claims and Demands Authorized for Payment:**

*a. Town Fund \$12,949.69:* Trustee Murphy had this amount reduced by the legal invoice from Bond Conway to an amended amount of \$8,596.69. Trustee Varsho moved the Board approve the claims and demands on the Town Fund in the amount of \$8,569.69 as amended. Trustee Miller seconded the motion. In a roll call vote Supervisor Kubar and Trustees Varsho, Murphy and Miller voted aye. The motion passed.

*b. Road and Bridge Fund: \$78,451.50:* Trustee Miller moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$78,451.50. Trustee Varsho seconded the motion. In a roll call vote Supervisor Kubar and Trustees Varsho, Murphy, and Miller voted aye. The motion passed.

*c. Capital Improvement Fund \$0*

*d. Open Space Fund \$32,926.36:* Trustee Varsho moved the Board approve the claims and demands on the Open Space Fund in the amount of \$32,926.36. Trustee Miller seconded the motion. In a roll call vote Supervisor Kubar and Trustees Varsho, Murphy, and Miller voted aye. The motion passed.

**10. Executive Session – Review Executive Session Minutes of September 4, 2025, September 9, 2025, October 14, 2025; Land Acquisition; Personnel**

**issues; Legal Issues:** Trustee Varsho moved the Board go into Executive Session for the purpose of reviewing the Executive Session minutes of September 4, 2025, September 9, 2025 and October 14, 2025, land acquisition, personnel and legal issues at 8:14 pm. Trustee Miller seconded the motion. In a roll call vote Supervisor Kubar and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed and Executive Session began at 8:15 p.m.

**11. New Business Continued:** Supervisor Kubar reconvened the regular session at 8:20 p.m.

*aa. Review and Act Upon Whether to Approve Executive Session Minutes of September 4, 2025, September 9, 2025, October 14, 2025:* Trustee Varsho moved table the Board approval the Executive Session minutes of September 4, 2025, September 9, 2025, October 14, 2025. Trustee Miller seconded the motion. In a roll call vote Supervisor Kubar and Trustees Varsho, Murphy and Miller voted aye. The motion was tabled.

**12. Adjournment:** Trustee Miller moved the Board adjourn the meeting. Trustee Varsho seconded the motion. In a voice vote Supervisor Kubar and Trustees Varsho, Murphy, and Miller voted aye. The motion passed, and the meeting adjourned at 9:19 p.m.

Respectfully Submitted,

Rebekah Flakus