

1. 2. 3. The November 14, 2023 Board meeting was called to order by Supervisor Kupa at 7:30 p.m. at the Community Center. The Pledge of Allegiance was recited. Clerk Johansen called the roll with Supervisor Kupa and Trustees Varsho, Murphy, and Metzger present.

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

*Highway Commissioner – Sam Gallucci:* Highway Commissioner Gallucci stated snowplows and salt spreaders were installed on all trucks for the 2023 – 2024 winter season. The Highway District removed downed trees on Burlington and Campton Hills Roads, Tanager Court, White Oak Lane, and Venetian Way. Gravel recovery was completed on Colonial Bennett Lane, and gravel was applied to repair road edges on Winchester Way. The Highway District completed brush pick-up, tree trimming, and gravel application to Connors road edges in Plato Township in compliance with Intergovernmental Agreement with the Village of Campton Hills, and it repaired potholes with cold patch in Lily Lake in compliance with intergovernmental Agreement with Campton Hills. Brush pick-up was completed to the north and south sides of Route 64 throughout Campton Township and the Village of Campton Hills; all grates and storm drains were cleared of debris throughout the Township and Village; extensive tree trimming was completed throughout the Township and Village; wing mowing was completed throughout the Township and Village; roadways were assessed for drainage and pothole issues, and potholes were repaired with cold patch throughout the Township and Village; stop signs were checked throughout the Township and Village on a weekly basis and damaged or missing ones replaced; and the District 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 the 2023 assessment year is wrapped up and 44 Appeal Hearings are won. The equalization factor is coming from the County. All Truth in Taxation Notices are in the newspaper. The 80 acre Gustafson property and house on Castle Drive is listed for 2 million and has a contract pending.

*Solid Waste District – Steven Cartwright, President:* Solid Waste President Cartwright stated the current contract with LRS, our waste hauler, expires March 31<sup>st</sup>, 2025. The next contract will be for 5 years. We expect a significant increase in rates. There are four waste haulers in this area: LRS, Flood Brothers, Waste Management, and Grout. Rate increases were 13.5% in other towns.

*Financial Report – Rebekah Flakus, Finance Director:* Finance Director Flakus stated –

#### **Town Fund**

*Administration*

*Revenues:*

- The 6<sup>th</sup> and 7<sup>th</sup> disbursements of the Kane County Property Tax Levy were received for Town #4000. \$104,733.20 was received for the Town Fund in total this month.
- Total revenues for the Town Fund are at 101.22% of the total revenues budgeted. Revenues have exceeded their budget due to the conservative amount budgeted for property tax revenue.

*Expenditures:*

- Maintenance – Equipment #5590 is over budget due to unbudgeted computer repair issues for the Township Clerk.
- Maintenance – Buildings #5580 has expenses related to repairs and creating workspace at Town Hall.

**Road District Fund**

*Administration*

*Revenues:*

- The 6<sup>th</sup> and 7<sup>th</sup> disbursements of the Kane County Property Tax Levy were received this month #4000. \$191,954.48 was received for the Road Fund this month.
- Revenues received for the Road & Bridge Tax per the IGA with the Village of Campton Hills is currently at 76.27% of the total budgeted.
- Total revenues for the Road Fund are at 87.06% of the total revenues budgeted.

*Expenditures:*

- Computer software subscriptions #5325 includes Microsoft 365 and malware for computers that weren't budgeted.

***Maintenance***

*Expenditures:*

- Contractual Road Services – TWP #5365 was anticipated to be over budget. Reduction in costs and expenses in other areas and a planned use of fund reserves will offset this overage.

**Capital Improvements fund**

***Maintenance***

*Revenues:*

- The Township received \$307,336.20 this month in Wetlands Credits. I will be working with Trustee Murphy to move these funds into interest earning accounts until the funds are used.

**Open Space fund**

***Administration***

*Revenues:*

- The 6<sup>th</sup> and 7<sup>th</sup> disbursements of the Kane County Property Tax Levy were received this month #4000. \$609,793.71 was received this month in total.
- Total revenues for Open Space Fund are at 143.96% of the total revenues budgeted. The revenues exceed the budgeted amount due to the grant proceeds received that were used to purchase the \*\*\*\*\* property.

#### *Expenditures:*

- Legal Services #5220 currently has \$5,635.57 spent year to date. These expenditures are related to the \*\*\*\*\* property purchase. I am waiting to hear back from our Auditors on whether I should move them to the total cost of the “land acquisition” or leave them as legal expenses.

#### *Maintenance*

#### *Expenditures:*

- Maintenance-Buildings #5580 includes \$16,147.00 that is being billed to FY 2023, and it also includes \$20,000.00 in expenses for the Corron Farm Dairy Barn project. The \$20,000.00 has been reimbursed to the Township by the Campton Township Open Space Foundation. The revenue for the reimbursement of \$20,000.00 has been deposited to Open Space Admin. Department Reimbursements #4143 and will be included in the November, 2023 financials.

#### *Outreach*

- As of October 31<sup>st</sup>, Outreach Department has generated revenues totaling \$23,351.40. Expenditures are totaling \$72,910.08.

### **Additional Updates**

**Work with Sikich, LLC on the fiscal year 2023 Annual Audit still continues this month. I will continue to update the Board on the current Audit as I receive further information.**

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

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

**At Anderson Park** mowing and weed whacking was done, fall turf building and broadleaf herbicide applied, a trail was repaired, bike rally held, trees were pruned, and seasonal port-o-lets returned.

**At Whitney Park** mowing and weed whacking was done, broadleaf control applied, and the main house checked for heat.

**At the Community Center** mowing and weed whacking was done, seasonal port-o-lets returned, turf builder and broadleaf control applied, and new cement stairs were ordered for the employee entrance.

**At Gray Willows** mowing and weed whacking was done, the care taker house inspected, a new refrigerator for the care taker house was ordered and received, the septic at the main and care taker houses was pumped, and the barn ramp asphalt was patched.

**At Harley Woods** mowing and weed whacking was done.

**At Corron Farm** mowing and weed whacking was done, Round Up applied, an electric heater installed, we received the big tool shed boiler and accessories, and helped set up events.

At Town Hall mowing and weed whacking was done, and a new ceiling fan and lights installed.

At Brown Road Meadows mowing and weed whacking was done, planter boxes filled with black dirt, entire gardens rototilled, the parking lot regraded, and water tanks, dumpster, and seasonal port-o-lets removed.

At Lily Lake Blue Park mowing and weed whacking of the park and cemetery was done, and office light bulbs replaced.

At the Headwaters Conservation Area mowing and weed whacking was done, trails were mowed, trees were pruned, turf builder and broadleaf herbicide applied, and the manure dumpster removed.

At Poynor Park mowing and weed whacking was done, trails were mowed, trees were pruned, the warning track rototilled, broadleaf herbicide, turf builder, and Round-Up applied, new parking bumps ordered, and we assisted with the dedication of the bench and trees.

Goldenstein has no report.

In General: Office staff, Open Space Outreach staff, and Open Space natural resources staff were assisted, truck #51 was repaired, the Open Space Foundation meeting was attended, the water was tested at Anderson Park and the Headwaters, the power failure at the Gray Willows barn was fixed, we assisted with the flagpole grant, and we moved the Elgin historical wagon to the dairy barn and covered it.

*Open Space Ecologist – Carter Dell:* Open Space Ecologist Dell stated:

Natural Resources:

- Burn breaks were mowed.
- Burn equipment was checked and prepped.
- All three pumps were winterized and ready for burns.
- Organized all IEPA (Illinois Environmental Protection Agency) and local burn permits.
- Chervil herbicide treatment.
- Restored multiple software and network functions with assistance of Mark Rake:
  - GIS
  - Network drive
- Wrapped up volunteer seed harvests.
- Installed dedication tree sign posts at Poynor and Corron.
- Kane County Forest Preserve seed harvests.
- Designed integrated callery pear management technique:
  - Burn one south Corron plot in fall and one in spring. Compare and contrast treatment effect.
- Fixed DR mower solenoid AGAIN.
- Mowed back trail at Gray Willows.
- Cleaned Gray Willows campsite in preparation for Boy Scout Troop 38 campout.
- Trail clearing conservation project with Troop 38.
- Planned bridge construction for back of Gray Willows to open it up. Still need to take out some widowmakers.

Professional Development:

- Set up and moderated 9 interviews for full-time restoration technician position.
- Coordinated with burn volunteers for burn crew.
- Coordinated with Loyola University Chicago to start creating an internship/independent research credit for integrated Monarch Monitoring Program (Monarch Joint Venture).

#### **Miscellaneous:**

- Assisted with Creatures of the Night.
- Setup Dialpad number.
- Designed business cards.
- Designed name badges.

*Outreach Program Manager – Cheryl Smith:* Outreach Program Manager Smith stated:

### **Current Activities -**

**Monthly Newsletter:** Went out on 10/30.

**Dedication Trees/Park Bench:** Two Trees planted on 10/18 at Poynor Park and one tree planted at Headwaters Park on 10/22: Cheryl Smith was invited to attend the Diewald Memorial at Poynor Park on 10/31. (For the two siblings, Grace and Emil, that passed away on Empire Rd. last Halloween). They had a nice service and thanked Campton Township Parks and Open Space for the personnel attention that we gave the family for their dedication trees and bench in the park.

**Nature and Wildlife Detectives Club:** Eleven registrations on 10/18. The lesson plan was on trees, leaves, and photosynthesis.

**Creatures of the Night:** Fifty attendees on 10/20. It was a great event with many complements from the group. \$500 in registrations. Expenses \$250 – Revenue \$250.

**Barn Bingo:** Eighteen people on 10/22. \$85 in bingo card sales.

**Girl Scouts Workshop:** Trail adventure badge on 10/28. Thirteen registrations for \$120.

**Night Hike at Gray Willows:** Ten hikers on 11/3. K.A.R.E. brought barred owl Charlotte for all to meet at the end of the hike. We saw raccoons and a lot of deer.

### **Future Activities –**

I am working on **Girl Scout Workshop Presentations** on 11/11 for four age groups: Learner, Friend, Camper, and Trekker. Each workshop will be 1.5 hours.

**Nature and Wildlife Detectives Club** on 11/15. This will be a hike looking for Scat, Tracks, and Habitats.

**Fall Critter Camp:** We have 15 campers so far and are doing a final push on social media. I have two speakers each day and all activities planned. Speakers are free of charge: K.A.R.E., WPS Reptiles, Friends of the Fox River, Chief Levand/Koda. I ordered shirts for all the campers.

I put a feeler out on social media for **Homeschool Groups and Youth Groups** stating that we can tailor outdoor programs to suit their needs. We are working with Fox River Ecosystem to do a **Night Hike** at Gray Willows. We are coordinating with Ferson Creek School on projects, including their **Frosty Fest** in December at Gray Willows. We are cooperating with **Scout Groups** to acquire service hours that help

with Eagle Scout Projects. The Anderson Bike Race cleaned up nicely. We have a scent group coming to Corron Farm Tool Sched that is paid for six weeks beginning November 13<sup>th</sup>. The beginning dates are: 11/13/23, 11/27/23, 12/11/23, 1/8/24, 1/22/24 and 2/12/24.

## Other Projects –

I closed the Community Gardens on 10/30.

I met with photographers for Gray Willows and Corron Farm.

*Planning Commission Report – Jesse Varsho, Chairman:* Chairman Varsho stated nothing to report this month.

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

- I have had several conversations this month with Anne Fletcher, who is the IDNR (Illinois Department of Natural Resources) Grants Administrator for both OSLAD and LAWCON. She informed me that Campton Township will be awarded the LAWCON grant. It appears we will be awarded the full amount of \$750,000.00. The grant paperwork will be sent to us by the end of the week. One of the requirements of the grant award is that we have to submit a current appraisal of the property following NPS guidelines. We will research if our most recent appraisal, executed by the Conservation Foundation meets the NPS guidelines.
- Carter Dell and I met with V3 Companies to discuss their proposal for ecological management of both Headwaters Wetlands Mitigation Bank and Gray Willows Wetlands Mitigation Bank during 2024. Over the last three years invasive species of plants have taken over several parts of Gray Willows. Campton Township must restore these areas to maintain the high-quality wetlands we agreed to with the USACOE (United States Army Corps of Engineers), USEPA (United States Environmental Protection Agency, USFW, and IEPA (Illinois Environmental Protection Agency)).
- Gray Willows is considered a show case for Wetlands Mitigation Banks. The USACOE would like to use Gray Willows as a training site for USACOE and other federal and state personnel.
- I will send each of you the latest V3 proposal for your evaluation and discussion for action at the next Board meeting.
- The USACOE has released 18.86 wetlands credits at the Gray Willows Wetlands Mitigation Bank. V3 informed me that 2.03 credits have already been sold. These are certified credits, so the value of each certified credit is currently \$170,000.00. Campton should receive 20% of the proceeds.
- Over the last month, Carter Dell, along with some members of the Board, have interviewed several candidates for the open position of Ecological Restoration Technician. Carter has reviewed the candidates and created a short list. We will be discussing these candidates in Executive Session tonight.
- I would like to mention that Campton Township's Christmas at Corron Farm will be held this Saturday, November 18<sup>th</sup> from 11:00 a.m. to 3:00 p.m. Enjoy the Holiday Season of warmth and happiness. Santa will be there along with Carolers, Holiday Market with craft vendors, and Childrens' games. I also understand, on good authority, that there will be fresh Cider Doughnuts and hot Apple Cider!

## 5. Approval of Minutes:

*a. Board Meeting October 10, 2023:* E. Murphy moved the minutes of the Board meeting of October 10, 2023 be approved. J. Varsho seconded the motion. In a voice vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

**6. Citizens' Comments** (comments to be kept to a maximum of three minutes): No comments.

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

*a. Review and Act Upon V3 Discussion on Gray Willows and Headwaters Wetland Mitigation:* J Varsho moved the Board table agenda item 7. a. M. Metzger seconded the motion. In a voice vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

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

*a. Discuss and Act Upon Concerns of Ball Leagues Using Campton Township Fields:* Bill Morrol with the Diamonds spoke on behalf of the baseball leagues stating the sheds at the fields needed new roofs. That was done by the leagues. He is disappointed in the care of the baseball field fences. The baseball leagues spent \$7,000 on fencing the baseball fields. It would be nice to get help from the Township on this. T. Serewicz stated Campton Township built fields one and two. J. Kuper asked B. Morrol if the leagues could help ensuring the recycling containers be used for recycling only, and not for trash. B. Morrol replied he brings containers for trash but the other leagues don't know to use the recycling containers for recycling only, and not for trash.

*b. Review and Act Upon Town Levy Ordinance 23-2T:* E. Murphy moved the Board re-number agenda items 8. b. (Town Levy), and 8. c. (Road Levy), to become agenda items 11. b. (Town Levy), and 11. c. (Road Levy). J. Varsho seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

*c. Review and Act Upon Road Levy Ordinance 23-2R*

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

*a. Town Fund \$5,059.01:* E. Murphy moved the Board approve the claims and demands on the Town Fund in the amount of \$5,059.01. J. Varsho seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

*b. Road & Bridge Fund \$234,423.28:* J. Varsho moved the Board approve the claims and demands on the Road and Bridge Fund in the amount of \$234,423.28. M. Metzger seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

*c. Capital Improvement Fund \$0*

*d. Open Space Fund \$23,367.34:* E. Murphy moved the Board approve the claims and demands on the Open Space Fund in the amount of \$23,367.34. J. Varsho seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

**10. Executive Session – Review Executive Session Minutes of October 10, 2023; Land Acquisition;**

**Personnel Issues; Legal Issues:** J. Varsho moved the Board go into Executive Session for the purpose of discussing personnel and land acquisition. M. Metzger seconded the motion. In a roll call vote Supervisor Kuper and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed and Executive Session began.

**11. New Business Continued:** Supervisor Kupa reconvened the regular session.

*aa. Review and Act Upon Whether to Approve Executive Session Minutes of October 10, 2023:* J. Varsho moved the Board approve the Executive Session minutes of October 10, 2023. M. Metzger seconded the motion. In a roll call vote Supervisor Kupa and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

**11. b. Review and Act Upon Town Levy Ordinance 23-2T:** J. Kupa moved the Board approve the Town Levy Ordinance 23-2T. E. Murphy seconded the motion. In a roll call vote Supervisor Kupa and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

**11.c. Review and Act Upon Road Levy Ordinance 23-2R:** E. Murphy moved the Board approve the Road Levy Ordinance 23-2R. M. Metzger seconded the motion. In a roll call vote Supervisor Kupa and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed.

**12. Adjournment:** E. Murphy moved the Board adjourn the meeting. J. Varsho seconded the motion. In a voice vote Supervisor Kupa and Trustees Varsho, Murphy, and Metzger voted aye. The motion passed and the meeting adjourned.

Respectfully Submitted,

Richard Johansen,

Clerk