

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the January 10, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Trustee West led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long.

Others Present: Van Larson, Township Attorney; Bob Chalberg, Township Accountant; Resident Howard Katz.

Absent: Assessor Tammy Kavanaugh; Trustee Tracy

Checking of Bills and Checks for December 2011

Minutes: Trustee Singer moved to approve the minutes of the December 2011 regular meeting, seconded by Trustee Gilkerson. Roll-call vote was taken.

Ayes: Gilkerson, Singer, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee Gilkerson moved to approve the accounts from December 2011; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, West, Anderson.

Nays: None

Motion passed.

Assessor's report: None to report.

Road Commissioner's Report: Commissioner Long reported that he has salted twice this year and they are waiting for the snow. In the meantime the department is trimming and cleaning up the area.

Old Business: None

New Business:

- A. Fund Transfer** – Supervisor Anderson reported a need to transfer \$7,500.00 from commodities to Ride in Kane. The Township budgeted for \$26,000 for Ride in Kane but has been billed \$33,000.00. Supervisor Anderson reported that the cost of Ride in Kane

is usually split with the city and he is not sure if there has been as error on the part of Pace or the city. He will be investigating the situation, but in the meantime he needs the funds transfer. The motion was approved by Trustee Anderson and seconded by Trustee Gilkerson. Roll call vote was taken.

Ayes: Gilkerson, Singer, West, Anderson.

Nays: None

Motion passed.

- B. Senior Services Associates** – Supervisor Anderson reported that this group requested a referendum for funding. However after discussion with Van Larson, Township Attorney, they will need to come to the Township and do a presentation. Even with the presentation they would not receive funding from the Township it would come from the County.

Public Participation: None.

Trustee Reports:

Trustee Gilkerson reported on completing the certification for the Open Meetings Act. He stated it took about 30 minutes.

Trustee West inquired about a home that is on the boarder of the City and Township. The home owner wants the Township to provide road services to him. Trustee West wanted to clarify if the home owner is eligible or not. Commissioner Long advised Trustee West that the home does not qualify for Township or City services. If the home is part of an association, the association is responsible. Trustee West stated he would relay message.

Other Business: Supervisor Anderson reported on the up and coming Chamber of Commerce ‘Be Our Guest’ Annual Awards Dinner at the Lincoln Inn January 28th 2012. Anyone from the Township Board interested in attending can contact Supervisor Anderson.

Time and Date of Next Meeting: Next meeting will be held on Tuesday **February 14, 2012** at **7pm.**

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the February 14, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Trustee Tracy led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long.

Others Present: Van Larson, Township Attorney; Bob Chalberg, Township Accountant; Resident Howard Katz.

Absent: Assessor Tammy Kavanaugh; Trustee Gilkerson

Checking of Bills and Checks for January 2012

Minutes: Trustee West moved to approve the minutes of the January 2012 regular meeting, seconded by Trustee Singer. Roll-call vote was taken.

Ayes: Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee Singer moved to approve the accounts from January 2012; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Assessor's report: None to report.

Road Commissioner's Report: Commissioner Long reported that things are going well, he had one of the Road District employees pull some comparison information off the trucks between last year and this year. Last year the township used 500,000 lbs of salt and traveled 3800 miles. This year the township used 260,000 lbs of salt and traveled 1625 miles to date. This is keeping costs down this year.

Old Business:

- A. **Neighbors of Batavia Magazine** – Trustee Tracy provided a proof of the copy for the March/April issue of the Neighbors of Batavia Magazine for the board to review. He advised the board that the November/December copy along with the March/April copy

will be mailed to the North Aurora residents that do not get the Neighbors magazine. Kon Printing of Batavia will copy and put together the issues to be mailed.

New Business:

- A. **Kane County Township Meeting** – Wednesday February 15th , Kane County Ext., 535 S. Randall Rd., St. Charles. Tomorrow’s discussion will focus around the re-districting of Kane County.
- B. **Tentative Budgets** – Supervisor Anderson and Commissioner Long will have them ready by next month.
- C. **Annual Meeting** – Will take place on Tuesday April 10th at 7:30pm after the monthly township meeting. Any individual who would like to add something to the agenda will need the signatures of 15 other individuals. The deadline for submitting something for the agenda is 3/1/2012
- D. **Spring Leadership Series** – Anyone interested in participating in the series for the County/Township should contact Supervisor Anderson. The series for the County/Township will take place 4/12/2012.
- E. **Township Storage Building** – Supervisor Anderson made a motion to have the proposed storage building for the Highway Department put on the agenda for the annual meeting. Trustee Singer moved to approve the motion and Trustee Tracy seconded the motion. Roll call vote was taken.
Ayes: Singer, Tracy, West Anderson.
Nays: None.
Motion passed.

Public Participation: Resident, Howard Katz, presented on the 708 board meeting. He advised the Township Board that Batavia is the second largest contributor and they have given 100% of what they promised. He reported there was a slight increase in the number of uses by over 20 different service providers that the INC. board helps fund. He reported that the INC Board will meet to discuss new agencies it will fund and that the INC Board has made some emergency loans to agencies that have lost their funding. Finally, he reported that nominations for the Lyle E. Oncken Community Service Award are being taken and must be made by 3/2/2012. The next 708 Board meeting will take place on 5/31/2012.

Trustee Reports:

Trustee Tracy reminded everyone to take the Open Meetings Act training that is required by all elected officials. He commented on scholarships that are offered by TOI and that there are some local students receiving these scholarships. His hopes are that we can get some Batavia Students to apply and receive some of this scholarship money.

Trustee Tracy reminded everyone of the 43rd annual Brotherhood Banquet that will take place at Emmanuel Lutheran Church on Tuesday February 21st at 6:30pm. The guest speaker is Brian

Smith, Pastor of Valleybrook Community Church. This is a popular event and usually sells out, with a portion of the revenue being donated to local social service agencies. You can find out more information by going to www.bataviabrotherhoodbanquet.org ,ticket donations are \$15.00. Trustee Tracy reminded everyone about the primary general election on March 20th where you can vote for your preferred presidential candidates. More information is available at www.kanecountyelections.org

Trustee Tracy reported on the United Methodist Church putting out a 175th Anniversary published history of the Church from 1836-2011. It is available through the church.

Other Business: Supervisor Anderson reported that local social service agencies are hurting and could use any donations. He encouraged everyone to donate to their favorite social service agency.

Time and Date of Next Meeting: Next meeting will be held on Tuesday **March 13, 2012** at **7pm.**

Adjournment: Upon a motion made by Trustee Tracy, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:29 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
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630-879-1392

Minutes of the March 13, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Trustee Singer led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long; Assessor Tammy Kavanaugh.

Others Present: Van Larson, Township Attorney; Bob Chalberg, Township Accountant; Resident Howard Katz.

Absent: Trustee Gilkerson

Checking of Bills and Checks for February 2012

Minutes: Trustee Tracy motioned to amend the minutes to change the time of the Annual meeting from 7:30pm as stated in the minutes, to 8pm as done in previous years. Trustee West seconded the move to amend the minutes.

Ayes: Singer, Tracy, West, Anderson
Nays: None
Motion passed.

Upon amendment of the minutes Trustee Singer moved to approve the minutes of the February 2012 regular meeting, seconded by Trustee West. Roll-call vote was taken.

Ayes: Singer, Tracy, West, Anderson.
Nays: None
Motion passed.

Accounts: Trustee Tracy moved to approve the accounts from February 2012; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Singer, Tracy, West, Anderson.
Nays: None
Motion passed.

Assessor's report: Assessor Kavanaugh reported the assessor's office is busy combining neighborhoods due to a decrease in the sale of homes. Assessor Kavanaugh explained that when there are multiple subdivisions making up one neighborhood and sales are low the assessor's

office will combine subdivisions with similar sales to make a neighborhood for assessment purposes.

Assessor Kavanaugh is also busy with re-assessing and driving different neighborhoods for comparables.

Road Commissioner's Report: Commissioner Long reported a slow winter season. Many Townships are concerned with what they will do with the excess salt because of the warm winter. Commissioner Long has room for the amount of salt he ordered, but many Townships will be short on storage space.

Old Business:

- A. Neighbors of Batavia Magazine** – Supervisor Anderson congratulated Trustee Tracy on a job well done with the March/April issue of the Neighbors magazine for the Township. Trustee Tracy stated the November/December issue and the March/April issue will be mailed to the North Aurora residents outside the Neighbor magazine mailing area under budget. The Township will also come under budget when the July/August issue is mailed out.
- B. Spring Leadership Series** – Supervisor Anderson reported the Township will take part in this series on April 12th with the county. Anyone interested in being part of the Township presentation should contact Supervisor Anderson. There will probably be a presentation by the Assessor and Road Commissioner.

New Business:

- A. Preliminary Budgets** – Supervisor Anderson reported the budgets are done and available for viewing. Any questions should be directed to Supervisor Anderson or Commissioner Long. Supervisor Anderson reported he will have a change to the income for Mental Health, but it will be corrected by the budget hearings.
- B. Prescription Drug Discount Card Program** – Supervisor Anderson reported the Township has submitted their interest in this program. The card can be picked up by anyone in Batavia at the Township office and offers 20% off the retail price of drugs. Supervisor Anderson believes that if you are already receiving discounts from another program this one will not apply. The Township will hand out the cards to anyone interested and will keep the Township informed as to when they receive the cards.
- C. April Meeting Times** – There will be Budget Hearings at 6:45pm, the regular general Township Meeting at 7pm and the Annual Batavia Township Meeting at 8pm.
- D. Annual Meeting Agenda** – Clerk Fricano provided a sample of the Annual Meeting Agenda. Supervisor Anderson asked if anyone had anything to add. He did advise that anything added at this point could be added to the agenda and discussed, but no action could be taken. The item would have to have been put on the agenda by March 1, 2012 to be eligible for action on the agenda item.

Public Participation: None to report.

Trustee Reports: None to report.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on Tuesday **April 10, 2012** at **7pm.**

Adjournment: Upon a motion made by Trustee Singer, seconded by Trustee West and unanimously approved, the Board Meeting adjourned at 7:27 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the April 10, 2012 regular meeting of the Board of Trustees of Batavia Township.

At 6:45pm Supervisor Anderson called the Budget Hearing to order.

Commissioner Long reported changes to the beginning balance of each fund from the original and allowance for the new storage building in the permanent road fund. Trustee Gilkerson moved to approve the Road Budget for the FY2012-13; Trustee Tracy seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Supervisor Anderson reported that there were some differences from the original budget. The Mental Health fund had property tax dollars added to it that are allocated to this fund. The General Assistance fund was put in this year's numbers and the assessor's fund is part of the general fund to allow them to make line item changes. Finally, \$60,000 was allocated for the storage building joint venture between the Township and Road district. This will be paid back over 3 years at 3% interest to the Township. Trustee Singer moved to approve the General Town and Assistance Budget for the FY2012-13; Trustee Tracy seconded the motion.

Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

The Budget Hearings adjourned at 6:54pm.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Trustee West led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long; Assessor Tammy Kavanaugh.

Others Present: Van Larson, Township Attorney; Bob Chalberg, Township Accountant; Layla Beth, Township Office Manager; Resident Howard Katz.

Checking of Bills and Checks for March 2012

Minutes: Trustee Tracy moved to approve the Minutes from March 2012; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.
Nays: None
Motion passed.

Accounts: Trustee West moved to approve the accounts from March 2012; Trustee Gilkerson seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.
Nays: None
Motion passed.

Assessor's report: Assessor Kavanaugh reported the assessor's office is busy working on re-assessments and they are hoping to be done by mid July to allow residents to look them over and come to the Township office with any questions. This year the assessments are looking at home sales from 2009, 2010, and 2011 so they are expecting decreases in this year's assessments. Assessor Kavanaugh is hoping to create more uniformity and accuracy with the assessments this year which can be very time consuming but worthwhile. The Assessor also reported that the tax bills may be sent out late this year.

Road Commissioner's Report: Commissioner Long reported the first round of leaf pick up began this week and there will be another one in 2 weeks. Next week begins brush pick up and will continue every week after that until mid October. For specifics on how to bundle brush or any other questions please visit the website at www.bataviatownship.com and go to the Road District section or contact the Batavia Township office at 630.879.1392. Commissioner Long reported on the pending storage building to be built on Lathem St. in Batavia. It is to be a cold storage building used to store the Township equipment and trucks. It will be a foundation not a pole building because the City does not allow a pole building. There will be a steel front, one side and the roof. There will be no sprinkler system needed because it is a cold storage building and it is far enough away from the other buildings. It will need a fire alarm. The City of Batavia will handle all the permits and Chapel West will be the general contractor. It will be put out for bids at the end of the month. Finally, the road district will borrow \$60,000 from the Township to help finance the building, the rest will come from the permanent road fund (\$100,000.00). Total cost to build the storage building will be \$160,000. Commissioner Long reported there will be three roads submitted for bids to be re-surfaced. Trustee West asked which roads the Commissioner thought would be re-surfaced. He stated Partridge, Nelson Lake S. and Valentine are the roads they are looking at for re-surfacing.

Old Business:

- A. Spring Leadership Series** – Supervisor Anderson reported the Township will take part in this series on April 19th with the county. The series will involve a presentation from the Township office, the Assessor's office and the Road District. Supervisor Anderson asked for 2 Trustees to volunteer to attend and possibly speak. Trustee Gilkerson and Tracy volunteered. The series will be held at the Kane County Government Center, 719 S. Batavia Ave., Geneva, IL , Building A the first floor conference room at 7:30am.

New Business:

- A. Kane County Meeting** – will take place at the Kane County Government Center, 719 S. Batavia Ave., Geneva, IL, Building C, Emergency Management Office and the presentation will be given by Don Bryant.
- B. Storage Building** – please see comments under Commissioner’s Report and Budget Hearings.

Public Participation: None to report.

Trustee Reports: Trustee Gilkerson commented that the 708 board is also required to complete the Open Meetings Act certification. He also reported that Commissioner Long donated a Purple Martin House in memory of his father who loved Purple Martins. Trustee Gilkerson and his grandson put together the bird house, and with the help of the Road District crew, erected the bird house at Nelson Lake and Deer Path Road.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on Tuesday **May 8, 2012** at **7pm.**

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:28 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the May 8, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Trustee West led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long.

Others Present: Van Larson, Township Attorney; Resident Howard Katz.

Checking of Bills and Checks for April 2012

Minutes: Trustee Singer moved to approve the Minutes from April 2012; Trustee Gilkerson seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee West moved to approve the Road accounts from April 2012; Trustee Tracy seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh was attending class and could not be at the meeting, but Supervisor Anderson addressed some misunderstanding the township office had received to date regarding the recent tax bills. There is a misunderstanding regarding the bills. The economic circumstances and the increase in the tax rate all contributed to the increase in property taxes. **The assessor's office does not determine the tax rate.**

Road Commissioner's Report: Commissioner Long reported things are in good shape, the Road department is busy with brush pick up and working on some ditch repairs. He reported that the hearing will take place for the variance on the new storage building. The road department is hoping to put out for bids by the middle of this month.

Old Business:

- A. Spring Leadership Series** – Supervisor Anderson was very pleased with the Townships presentation and thought those present got some good insight into Township government. Trustee Gilkerson commented that he was happy to participate and help inform the public about Township government.

New Business:

- A. **Intergovernmental Agreement for Storage Building** – Supervisor Anderson asked if there were any questions regarding the agreement. Trustee West wondered if we should read the agreement for the interest of the meeting and the public. Supervisor Anderson explained that the agreement is between the Township and the Road District. The agreement allows the Township to loan \$60,000 to the Road District for building the storage facility. The loan will be paid back over 3 years at a rate of 3% and the Road District will pay the \$100,000 remainder from their own budget. Trustee Tracy moved to approve the agreement for the loan; Trustee Gilkerson seconded the motion. Roll-call vote was taken.
Ayes: Gilkerson, Singer, Tracy, West, Anderson.
Nays: None
Motion passed.
Van Larson advised the township not to date and sign agreement until the project has started and the bids have been taken.
- B. **RSVP and Social Service Agencies** – Supervisor Anderson advised the board about an increased need for extra funding from many social service agencies. Supervisor Anderson proposed an increase in the Townships contribution to RSVP, but that it needs to be a good fit. Supervisor Anderson and Township Office Manager Layla Brown will make recommendations to the board for approval.
- C. **May Mental Health Awareness Month** – Trustee Gilkerson outlined some signs of depression such as lethargy, lacking motivation and advised individuals to take advantage of the free depression screening. He also advised that some schools hold voluntary depression testing.
- D. **Batavia MainStreet's Cocktails on Clark** – Clerk Fricano spoke about this new fundraising event for Batavia MainStreet. The event will take place on Saturday May 19th from 7 – 10pm. There will be tastings from Batavia restaurants, live music, a silent auction, a cash bar and many fun events throughout the evening.

Public Participation: None to report.

Trustee Reports: Trustee Tracy reported on the July/August issue of the Neighbors Magazine. He will be working on the Township report and is looking for contributions. Some ideas he is looking at covering are:

Social Service agencies that the Township supports.

Commissioners Park

Purple Martin Houses

Upcoming Elections for Township Officials

If anyone has any ideas, please contact Trustee Tracy through the Township Office.

Trustee Tracy brought up the issue of prescription drugs and how they are disposed. Trustee Tracy suggested that the Township might sponsor plan to help dispose of prescription drugs. This would help prevent the drugs from ending up in landfills or our water treatment systems. Supervisor Anderson thought it was a good idea and will work on a plan with Trustee Tracy.

Trustee Tracy made some comments on the recent increase in property taxes which went up roughly 16%. He stated in a period on decreasing property values the only way to continue with current spending is to increase taxes.

Trustee Singer completed the open meetings act and freedom of information act.

Trustee Gilkerson commented that many of the important services in our community would be affected if the tax rate did not go up to help offset the decreasing property values.

Trustee West advised the board that the High School graduation will be live on BATV.

Supervisor Anderson spoke about the next annual meeting having to be changed to April 16th because of the consolidated elections and Passover that will fall on the second Tuesday in April of 2013. The board will have to decide if they want to switch the regular monthly meeting as well so both fall on the 16th of April in 2013.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on Tuesday **June 12, 2012 at 7pm.**

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:27 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the June 12, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Howard Katz led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long.

Others Present: Resident Howard Katz.

Checking of Bills and Checks for May 2012

Minutes: Trustee Gilkerson moved to approve the Minutes from May 2012; Trustee Tracy seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee Singer moved to approve the accounts from May 2012 and the general accounts from April 2012; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Assessor's report: There was no assessor's report. Trustee Tracy did comment that the Township website has a statement by the assessor that is new and should be checked out. He also reminded everyone assessments for next year will be completed soon.

Road Commissioner's Report: Commissioner Long reported that the road district has one more committee to get approval for the new building from the city of Batavia. Once they get approval then they will put out requests for bids. They are hoping by this time next month they will have all the bids in and work will begin. Trustee Gilkerson commented that he had heard the presentation by the road district to the city was very well done. Trustee Gilkerson inquired how the bid process works. Commissioner Long explained they will put together a bid package. They will advertise in the local paper and on two different websites that cater to this type of construction. They will contact local builders and everyone will have 20 days to put together a bid. Once all bids are in they will open the bids and move forward from that point. They hope to get started in mid July. They have the right to refuse bids not in the best interest of the Township. The final decision will be made by the Road Commissioner and the Project Engineer.

They are just hoping to have the building closed by winter. Right now they have a good rate on a space it is just not that convenient and does not hold all their equipment.

Old Business:

- A. Contributions to Social Service Agencies** – Supervisor Anderson explained that social service agencies are struggling and asking for more funding. Supervisor Anderson and Layla, the Township Office manager, met and made some decisions about increases to the social service agencies. Below are the agencies and the increases they received.

RSVP - \$15,000 to \$20,000

St. Vincent De Paul - \$15,000 to \$20,000

Salvation Army - \$5,000 to \$7,500

Lazarra House - \$5,000 to \$10,000

Food Pantry - \$5,000

Tri City Health Partners - \$5,000 to 7,500

There was \$10,000 left in case of emergency. Trustee Gilkerson commented that in the past they always increased the funding given to these agencies. Unfortunately, because of economic circumstances assets went elsewhere. The agencies the township supports are very deserving and Trustee Gilkerson is happy the township is in a position to help.

- B. Neighbors Magazine** – Trustee Tracy handed out a review for the July/August issue of the Neighbors magazine. Trustee Tracy will submit the layout tomorrow. Please review and make any suggested changes to Trustee Tracy immediately. The article will feature Commissioners Park and the Purple Martin House, the new Highway Department Building, Township support to mental health and local social service agencies and a discussion on Property Taxes. Trustee Tracy did want to point out that the taxes that went to the Township were very small, about 2%. The school district received about 68%, the City, Library, and Park District all receive about 30%. Finally, Trustee Tracy wanted to point out that the Township Assessor has nothing to do with establishing the tax rate. Trustee Tracy reported that this is the final report in the Neighbors Magazine and we will have to re-visit if we are going to do any further issues in 2013. Trustee Gilkerson suggested we prioritize the above issues according to importance. He proposed that property taxes be first, then the Highway department garage, mental health and social service agencies and finally Commissioners Park.

New Business:

- A. June – Elder Abuse Awareness month** - Supervisor Anderson reported that there are 76,000 victim and only 8,000 reported cases. Many seniors are depressed, confused and afraid to speak up for themselves. If you witness or know of any senior abuse first call 911 and then call the local senior service.

Aurora – 630.897.4035

Elgin – 847.741.0404

- B. **Prevailing Wage Ordinance** – Supervisor Anderson explained that within this ordinance any work that is done for the Township must conform to current prevailing wages. These wages are set by the state.
Upon a motion made by Trustee Gilkerson to approve the Prevailing Wage Ordinance; Trustee Tracy seconded the motion. Roll-call vote was taken.
Ayes: Gilkerson, Singer, Tracy, West, Anderson.
Nays: None
Motion passed.
- C. **TOIPAC** – Supervisor Anderson commented that he contributes about \$100. With the bad media attention to Townships, they may need more legal assistance. Any contributions are welcome.
- D. **Educational Conference, Lisle, IL – Friday June 29, 2012** – Supervisor Anderson had forms available for anyone wanting to attend.

Public Participation: Supervisor Anderson reported on two 708 health board members. Their term is coming to an end but they would like to renew their term. If there are no objections then T.J. Vaughan and Laurie Reefer will be up for re-election. Supervisor Anderson reported that there will be a Township Officials of Kane County meeting to be held on Wednesday June 20, 2012 at 7pm. The meeting will be held at the Kane County Health Department in Aurora. Trustee Gilkerson was very interested in attending this meeting because he would like to see how the social service agencies are going to be affected by all the personnel cuts.

Trustee Reports: Trustee Gilkerson commented on Supervisor Anderson’s announcement of the re-election of two 708 board members. He apologized for not bringing the reports that would outline the usage of local social service agencies by Batavia residences. He stated that they saw a slight decrease in the number of hours used by emergency services, but the hours of receiving services in general have increased indicating an increase in long term help/services in contrast to the emergency crisis short term help.
Howard Katz, Batavia resident commented on the increase in the need and the effects of the budget cuts on those services.
Trustee West commented on the taxes and requested that the Township keep the levies that same for the coming year.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on Tuesday July 10, 2012 at 7pm.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:47p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

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Minutes of the July 10, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Attorney Van Larson led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Leigh Tracy; Deputy Township Clerk Howard Katz; Road Commissioner Christopher Long.

Not Present: Susan Fricano, Clerk; John West, Brian Singer, Trustees; Tammy Kavanaugh, Assessor

Others Present: Van Larson, Township Attorney; Robert Chalberg, Township Accountant

Checking of Bills and Checks for June 2012

Minutes: A motion was made by Trustee Gilkerson and seconded by Trustee Tracy to approve the June, 2012 minutes. **Approved on voice vote.**

Accounts: A motion was made by Trustee Tracy and seconded by Trustee Gilkerson to approve the June 2012 accounts. **Approved on roll call vote.**

Assessor's report: Absent. Trustee Gilkerson noted that at every local event he attends, the , property tax increase is the topic of conversation at some point in the evening, and everyone he talks to is concerned about it.

Road Commissioner's Report: Commissioner Long noted that it's Hot.

The bid opening for the new building will be next Monday, July 16th at 2pm. Trustee Gilkerson asked what the timeframe was for the bidding process? Commissioner Long noted that we advertised the bid opening 10 days in advance in order to give all interested parties time to get a bid proposal together. He noted that at this time all the trades are represented in the upcoming construction. He noted Chapple West was in charge of the bid specifications. They will also be the project managers, and were responsible for obtaining all the preliminary planning and worked to get the necessary building permits done. Trustee Gilkerson noted that they did a good job when going in front of the City's Planning Commission. Commissioner Long said they were very professional, and it's worked out well for the Township, having them in charge of the project. He noted that construction should begin as soon as the schedules allow. Trustee Tracy asked if there was going to be a ground-breaking ceremony—Commissioner Long stated that no ground-breaking ceremony will be done for this building. He did note that we do have new trees and shrubs are planted by the building—this was part of the agreement with the Planning Commission when they approved our building.

Old Business:

- a. **Contributions to Social Service Agencies** Supervisor Anderson noted that response from the agencies we chose to donate to has been overwhelming, and he will begin compiling a list of the agencies soon to share with the Board. He and the Office Manager Layla Brown went to St. Vincent DePaul Society Board meeting where they were introduced as guests. Supervisor Anderson explained to their board why they were chosen and Ms. Brown explained the process we used to determine the recipients of our donations.. The gentleman in charge at St. Vincent's made copies of the Township's check to show everyone on their board.
- b. **Intergovernmental Agreement** Per Atty. Larson, the Agreement between the Supervisor's office and the Highway Dept. still needs to be signed. This should be done at the time of the payouts to the individual vendors involved with the construction of the new building. Commissioner Long suggested that we wait until after the bids are opened to make sure they're within cost. Atty. Larson suggested that both parties wait until all Trustees are present to witness the signing of the Agreement. Commissioner Long noted that the final bid should be accepted by the time of the August Board meeting so the signing can done then.
- c. **Drug Discount Card** Supervisor Anderson informed the Board that the Township will be using the drug discount plan being offered by Allied Benefit Systems because we are part of the catastrophic coverage insurance program administered same company. The cards are free to any Township resident who comes in to request one. The Township will be getting a royalty of .75/script, and TOI shares the revenue with us. Supervisor Anderson stated again that this is being done as another benefit that the can offer to our residents.

New Business:

- a. **708 Board Appointments** Last month Supervisor Anderson announced both T.J. Vaughan and Lori Rueffer have agreed to serve another term on the Township's 708 Board. Since it was not on the agenda last month, their positions needed to be ratified at this month's meeting. Trustee Gilkerson moved, and Trustee Tracy 2nd their appointments. **Approved on voice vote.**
- b. **TIF District Extension** The City of Batavia has adopted an ordinance to extend the current TIF until Dec .21 2025, otherwise it would have expired this coming December Supervisor Anderson noted that we go along with the whatever the City's decisions on this, since they are the governing body in charge, but we are included in the TIF's funding.

Public Participation: None

Trustee Reports: Trustee Gilkerson noted that St. Charles Township Jerry Swanson has retired. Supervisor Swanson had helped Mr. Gilkerson with different issues when Mr. Gilkerson first became involved with Township government. Deputy Clerk Katz—noted that Mr. Swanson isn't totally retired as he had agreed to fill a Trustee vacancy on the St. Charles Board.

Mr. Tracy reported that the Neighbors Magazine's July/Aug. issue should be mailed out to residents

soon, and our 2 pages discussing Township issues will be in there. He noted that the layout of the pages has been reorganized and he's pleased with the results. He also wanted to mention in an article in the Township of Illinois' Perspective magazine reminded everyone of the Consolidated election to be held in the Spring, where all Township offices will be reelected for a new 4-year term.

Other Business: Supervisor Anderson said that he's working on a salary survey he received from Sugar Grove Township. The survey asks about our anticipated raises in salaries, but we haven't started discussion on that issue yet, so we can't comment on it. However if the Trustees have any questions about the issue, please let him know. The survey has to be finished by Oct. which would be the 6 month mark before the upcoming election. Trustee Gilkerson reminded the board that we previously frozen the salaries for the Trustee and Clerk salaries.

Time and Date of Next Meeting - August 14, 2012

Adjournment: A motion made by Trustee Gilkerson and seconded by Trustee Tracy to adjourn the meeting at 7:30 pm **Approved on voice vote.**

Respectfully submitted,

Howard R. Katz, Deputy Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the August 14, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Township Clerk Sue Fricano led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long; Assessor Tammy Kavanaugh.

Others Present: Township Attorney Van Larson; Resident Howard Katz.

Checking of Bills and Checks for July 2012

Minutes: Trustee Tracy moved to approve the Minutes from July 2012; Trustee Gilkerson seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee Singer moved to approve the accounts from July 2012; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh reported there was a major re-assessment this year. It has been turned into the county and now they are just waiting for the assessments to be published. Assessments should be published at the beginning of September and the Township website will be updated as soon as they are received. Assessor Kavanaugh said that residents should talk to their taxing bodies about the tax increase.

Road Commissioner's Report: Commissioner Long reported that there is not too much going on with the road district. They may have some contractors at the end of the month doing some resurfacing.

Commissioner Long reported some delays with the new storage building. The city made some specific changes in the building plans that will cause the Road Department to go back to the design table and change the whole design of the building. Commissioner Long was a little discouraged because the city has had the plans for a year and decided now to make these specifications. Commissioner Long is optimistic that the building will get completed, but is discouraged by the City.

Old Business:

- A. Storage Building** – see Road Commissioners report.
- B. Deputy Clerk** – Supervisor Anderson asked about compensation for the Deputy Clerk, Howard Katz. Mr. Katz clerked the meeting in July and attended the bids meeting for the storage building. Currently the Deputy Clerk is given \$150/meeting that they attend for the Clerk. But in July the Deputy Clerk also had to attend a bid meeting during the day and took time off his regular job. A motion was made by Supervisor Anderson to compensate Mr. Katz an additional \$75 for his attendance at the bid meeting. Trustee Gilkerson moved to approve the additional compensation for Deputy Clerk Katz; Trustee Tracy seconded the motion. Roll-call vote was taken.
Ayes: Gilkerson, Singer, Tracy, West, Anderson.
Nays: None
Motion passed.

New Business:

- A. FOIA Requests** - Supervisor Anderson wanted to advise the board that he has received FOIA requests from both the Chronicle and the Daily Herald around the salaries and benefits of all elected officials and Township employees.
- B. County Meeting** – The Township Officials of Kane County meeting will take place on Wednesday August 15, 2012 at the University of Illinois Extension Meeting Room, 535 S. Randall Rd. St. Charles. The topics of discussion are drug cards and salary ordinances for townships.
- C. Annual Education Conference** – Supervisor Anderson would like to know by the next meeting who will be attending the Annual Conference in November from 11th-13th.
- D. Initial Salary Discussion for 2013-17** – Supervisor Anderson started a discussion around setting salaries for the up and coming election term. It was decided a discussion would take place at the next meeting and it would be put on the agenda.

Public Participation: None to report.

Trustee Reports: Trustee Gilkerson advised the board of an opening on the INC. board. Those with an interest in mental health that have a background or some experience with social work or psychology should contact the Township for more information on applying.
Trustee West reported on BATV and their upcoming football season. He stated BATV will be covering 5 home games live and on the web. BATV is always looking for sponsors and football is a great time because of the large viewing audience.
Trustee Tracy wanted a discussion of the Neighbors Magazine and if the Township is going to do anything next year with the Magazine. Supervisor Anderson will put this on next month's agenda.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on Tuesday September 11, 2012 at 7pm.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee West and unanimously approved, the Board Meeting adjourned at 7:30p.m.

Respectfully submitted

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the September 11, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Commissioner Long led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long; Assessor Tammy Kavanaugh.

Others Present: Township Attorney Van Larson; Township Accountant Bob Chalberg; Resident Howard Katz.

Checking of Bills and Checks for August 2012

Minutes: Trustee Gilkerson moved to approve the Minutes from August 2012; Trustee Tracy seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee West moved to approve the accounts from August 2012; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh reported the 2012 equalized assessments were published on August 28th and the last day to file an appeal is September 27th. Assessor Kavanaugh asks that you call the assessor's office first to review the assessment because they may be able to avoid an appeal to the county.

Road Commissioner's Report: Commissioner Long reported that the road projects and the driveway and gravel shoulder work are almost complete. The new building permit is almost done they are waiting to have one more issue approved and then they will move forward with the building.

Old Business:

- A. Conference Registration** – Supervisor Anderson needs to know by September 25th who will be attending the on November 11-13 2012. The meeting date for November will need to be changed to either the 6th or the 20th of November because of the Conference.
- B. Neighbor Magazine** – Trustee Tracy made a motion to renew the partnership with the Neighbor magazine, to publish in the magazine 3 times during the year at a cost not to exceed \$5,000, Trustee Singer seconded the motion. Roll-call vote was taken.
Ayes: Gilkerson, Singer, Tracy, West, Anderson.
Nays: None
Motion passed.
Trustee West wanted to know if Trustee Tracy felt there would be enough to discuss to participate in 3 issues. Trustee Tracy went over some of his ideas; a look at social service agencies, a look at road district issues and a closer look at Township government. Trustee Gilkerson wondered if the board would be better served to leave the decision to the new board. Commissioner Long pointed out that the budget is set in November.
- C. Salary Discussion** – Trustee Gilkerson presented a proposal on the Batavia Township Salaries. In the proposal he outlined each elected position and his thoughts on the salary for each of those positions. Supervisor Anderson pointed out the salary discussion is for the position/job and not the individual, with the elections coming up no one is guaranteed a job. A decision needs to be made by the next meeting. Trustee Singer stated he believed there should be a cost of living increase for the Assessor, Road Commissioner and Supervisor. Trustee Gilkerson pointed out some difficulties in going with a cost of living increase because of this different ways the cost of living are measured and which one to use. Trustee West commented that each position needs to be reviewed. Trustee West inquired what the percentage of the Township budget goes to salaries. Supervisor Anderson advised between 40-50 percent.

New Business:

- A. Township Officials of Kane County Annual Meeting** - The meeting will take place at Lincoln Inn in Batavia on Wednesday October 17th. Supervisor Anderson needs to know by October 10th who will be attending.

Public Participation: None to report.

Trustee Reports: Trustee West commented on the McDonalds and noted the new building should be up and running in 45-60 days. He also commented on movements with Chick-fil-A , Golden Corral and the River St. project.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on Tuesday October 9, 2012 at 7pm.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Tracy and unanimously approved, the Board Meeting adjourned at 7:45 p.m.

Respectfully submitted

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the October 9, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Trustee Gilkerson led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long.

Others Present: Township Attorney Van Larson; Township Accountant Bob Chalberg; Resident Howard Katz.

Checking of Bills and Checks for September 2012

Minutes: Trustee Tracy moved to approve the Minutes from September 2012; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee West moved to approve the accounts from September 2012; Trustee Gilkerson seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh was not in attendance at the meeting. There was nothing reported.

Road Commissioner's Report: Commissioner Long reported that brush pick up is completed and leaf pick up will begin next week. Commissioner Long requested that residents keep sticks out of their leaf piles because it plugs up the hose. Commissioner Long reported he is still working with the city on the storage building and hopes to get the go ahead soon.

Old Business:

- A. **TOKC Annual Meeting** - Wednesday October 17, 2012 at the Lincoln Inn, Batavia, IL. Cocktails will be at 6pm.

- B. November Conference** –Everyone who stated they would be attending has been registered. The conference will take place November 11-13th and so the November Board meeting was moved to the next Tuesday November 20th at 7pm.
- C. November Meeting Date** – The meeting in November has to be changed because of the State Township Conferences. The meeting will be held on November 20, 2012 at 7pm. Clerk Fricano will not be able to attend the meeting and so Deputy Clerk Howard Katz will be Clerk at the November meeting. Preliminary levies will be set at next meeting.
- D. Storage Building** – As stated previously, Commissioner Long is working with the city on the storage building and hopes to be able to move forward soon. He will be having a meeting with city to find out what is left to be done on the check list. Trustee Gilkerson asked if Commissioner Long thought they were at the end of the road and inquired about the bid and if it is still valid considering how long it is taking for the city to approve. Commissioner Long advised that it is still under the previous bid, but at some point they will have the option to opt out and this could lead to a longer delay.
- E. Salary Discussion** – Trustee Gilkerson outlined what the board tentatively agreed to last meeting and put it into a proposal. Supervisor and Trustees salaries would remain the same; the initial discussion left the clerk salary the same although he said that others wanted more discussion on this position. The Commissioner's salary would increase 2% (compound interest per year) and the Assessor would increase 3% (compounded interest a year). Trustee West stated that he felt the Clerk salary was high and should be reduced by half and he was unsure about increasing any other position salary at this time. Trustee Gilkerson stated he thought the clerk's salary could be reduced by 25%, but not half. Trustee Gilkerson felt we were already behind in terms of salaries for the Commissioner and Assessor positions in comparison to nearby communities. Van Larson, Township Attorney stated we have to make sure everything is written out and very specific to the dollar amounts, percentages and terms (simple or compounded). Trustee Tracy stated he would be okay with reducing the Clerks salary to \$7,500 and having the Road Commissioner and Assessor position increase 2% and 3% respectively for the next 4 years. Supervisor Anderson will send out a proposal with different alternatives for the board to vote on at the next meeting. Three options will be presented, one with compounded interest, one with simple interest and one frozen for two years with increases in the last two years of their term. The clerk position will be shown as frozen, at 25% less and at 50% less.

New Business:

- A. Prescription Drug Plan** - Supervisor Anderson received hand out information regarding the plan, a lot of information and 5,000 cards. If anyone knows of any organization or company that would like display information and cards please have them contact the Township office. Supervisor Anderson has contacted Ron Link with the School District about putting the information at the schools. The cards are available to anyone, but are really only good for people with no coverage of any kind. They provide a discount off

the price of many prescriptions and can be used at a number of pharmacies outlined in the information pamphlets.

Public Participation: None to report.

Trustee Reports: Trustee Gilkerson commented on the Township perspective and that the appellat court has ruled you only have to remove the top layer of snow but not what has accumulated below, even if that is ice. He thought that was very interesting and something that might interest the Road Commissioner.

Trustee Gilkerson announced that he has stepped down as president from the 708 board and Howard Katz was elected as the new president of the board. Trustee Gilkerson said there is an information sheet about the available agencies and services to Batavia residents. Trustee Gilkerson was interested in how you receive services from these agencies and how easy it is to get the services, after investigating he found out it is very easy to get access to these services that are supported by the INC and 708 boards. Individuals simply need to show residency and need, and they will receive services. The INC board can be contacted directly (630.892.5456) and they will give any information on the services and requirements. Trustee Gilkerson wanted to express his gratitude for being able to serve as the president of the 708 board for the past years as he supports and believes in the services they provide.

Howard Katz, new president of the 708 board reported that Trustee Gilkerson was thanked for all his years of service on the board as president and added that Gary Brown was elected secretary at the same meeting.

Trustee West reported that BATV will be drafting something up to ask for a new representative from the Township to sit on their board. Supervisor Anderson asked if Trustee West wanted to stay on the board and he stated at least until April 2013. Trustee Gilkerson asked Trustee West what he does on the BATV board and Trustee West explained he does much of the same thing he does at the township. They discuss purchases for BATV, discuss programming they want to develop, new programming they are considering and help recruit volunteers.

Trustee Tracy reported on the Neighbor magazine. He proposed 2 pages in January/February, May/June and the September/October issues of 2013. Supervisor Anderson has signed the insertion order for the January/February issue. Trustee Tracy wanted to know if anyone has any ideas for articles in any of the issues to please contact him directly. Supervisor Anderson wanted social services covered and Trustee Tracy agreed. Trustee Tracy reported about the upcoming election and encouraged everyone to get out and vote. Early voting sites and how to register can be found at the county clerk's office or on their website www.kanecountyelections.org .

Trustee Singer inquired if there has been any feedback regarding the neighbor magazine and the township pages. Nothing really concrete except people have seen and read the issues.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on **Tuesday November 20**, 2012 at 7pm.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:50 p.m.

Respectfully submitted

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the November 20, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Assessor Kavanaugh led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, John West, Brian Singer, Leigh Tracy; Tammy Kavanaugh, Assessor; Deputy Township Clerk Howard Katz;

Not Present: Susan Fricano, Clerk; Road Commissioner Christopher Long.

Others Present: Van Larson, Township Attorney; Robert Chalberg, Township Accountant

Checking of Bills and Checks for October 2012

Minutes: A motion was made by Trustee Singer and seconded by Trustee Gilkerson to approve the October, 2012 minutes. **Approved on voice vote.**

Accounts: A motion was made by Trustee West and seconded by Trustee Tracey to approve the October 2012 accounts. **Approved on roll call vote.**

Assessor's report: The Assessor's office is currently working on appeals. SO far there have been 159 appeal filings, vs last year's 149. Hearings will start at the end of the month, and while most individuals have the right to appear, most don't choose to personally attend.

Trustee Gilkerson asked what do people need to submit for an appeal? Assessor Kavanaugh said that valid evidence for an appeal would be information on the fair cash value or equity amounts for the property in question, or uniformity in similar homes that didn't sell. She stated that to be equitable, the idea would be to compare house type with house type.

She stated that their office has to prepare evidence to back up their assessments. This would depend on each case—some appeals she may decide based on the information presented, to reduce them herself. In other cases she might ask the Board to make the recommendation. During the 30-day period where people can call in, appeals can be handled in-house, but otherwise the cases will go to the Appeal Board.

Trustee Singer asked if there cases repeat appeals? Assessor Kavanaugh noted there are some individuals who will call in and ask for a reassessment each year—which is of course their right to request.

Trustee Gilkerson thanked the Assessor for the use of the Assessment Office's vehicle, which was used to go to the TOI Conference, but noted that it needs some upkeep. She stated that for some of the issues being reported, they weren't aware of since most assessments don't happen during non-daylight hours.

Road Commissioner's Report: Absent.

Old Business:

A. **Storage Building:** Supervisor Anderson noted that the Township has finally received the Permit to start the building past Thursday from the City of Batavia Activity on this should start next week, but noted that because of the delay we may still have to rent storage space for some of the equipment from Geneva Township, as we have in the past.

B. Salaries for the next election term

Trustee Tracy made a motion to freeze the Supervisor's salary at \$33,887.00/year for the next term of office, and that the Township will provide the Supervisor health insurance. The Supervisor will also still be able to participate in the IMRF retirement plan. Seconded by Trustee Gilkerson.

Approved on roll call vote.

Trustee Tracy made a motion to freeze the Trustee's annual salary at \$2450.00, for the next term of office, with no additional benefits accruing or available to them. Seconded by Trustee West.

Approved on roll call vote.

Trustee Tracy made a motion to reduce the Clerks' salary by 1/2 of the current amount to \$5460.00 for the next term of office, with no additional benefits accruing or available to the officeholder.

Seconded by Trustee West. **Approved on roll call vote.**

Trustee Gilkerson moved to set the Assessor's salary to be compounded by 3% per year for the next full term. The rationale for doing this is to bring parity between the Assessor and the Road Commissioner's salary. He noted that this will also bring us in line with other area Townships as far as the amounts paid. The Township will provide the Assessor health insurance, and the Assessor will also be able to participate in the IMRF retirement plan. Seconded by Trustee Tracy. The Assessor's salary for each fiscal year will be set at:

2013/14	\$67,028.28
2014/15	\$69,039.12
2015/16	\$71,110.29
2016/17	\$73,243.59

Trustee Singer noted that what he would be looking for would be something in line with the cost of living, but he understands that there are Township residents who don't want to see taxes go up any amount. He wants to try and balance this against someone who is the officeholder next year vs the

person who is currently holding the office.

Trustee Tracy noted that if you freeze the salaries and cut the clerk's salary, the Township is at a budget neutral situation. We would end up with a zero increase in the line items. Supervisor Anderson noted that these salary rates in fact will end up not raising anyone's taxes. **Approved on roll call vote.**

Trustee Gilkerson moved that Road Commissioner's salary be frozen for the next term's 1st 2 years, and then increase it 2% the following 2 years. The Township will provide the Road Commissioner health insurance, and the Road Commissioner will also be able to participate in the IMRF retirement plan. Seconded by Trustee Tracy. Trustee Gilkerson noted that this will bring the Assessor and Road Commissioner positions within line of each other for salary levels. Trustee Gilkerson stated that he wants the public to know according to his investigations, we are still underpaying the Assessor in comparison with other Township Assessors.

Attorney Larson requested a clarification—is health coverage and IMRF for the individual officerholder only? Supervisor Anderson noted that in the past we have offered family health insurance to those officeholders who have requested it. The Road Commissioner's salary for each fiscal year will be set at:

2013/14	\$71,330.00
2014/15	\$71,330.00
2015/16	\$72,756.60
2016/17	\$74,182.60

Approved on roll call vote.

Trustee Gilkerson made a motion to amend the above salaries to reflect that all three officeholders who are given health insurance as part of their salary package, have family health insurance coverage included. Seconded by Trustee Tracy. **Approved on roll call vote, 4-1, with Trustee West voting no.**

Trustee Gilkerson then made a motion to set Attorney's fee is \$175.00/per month. Seconded by Trustee Tracy.

Trustee West noted that per the information he obtained at the recent TOI Conference, most townships are paying Counsel more than this amount.

Trustee Tracy asked if we pay for additional legal services? Supervisor Anderson stated that this would depend on what our Attorney is called on to do out of the ordinary business he currently handles for the Township. **Approved on roll call vote.**

Trustee Gilkerson wanted to thank the Board members for supporting the salaries just voted on. He noted that the Board has a duty to bring parity for whoever holds these offices in to the future for the

work they do on behalf of the Township. Trustee Tracy noted that in addition to this, we need to make sure to reward people for the jobs being done in order to bring qualified people to the Township in the future.

Trustee West noted that we do this because we're setting salary for people in the future, not voting those at this meeting a raise.

Trustee Singer stated that we are public servants, and we have a direct hand in setting salaries. It's not like the private sector where people have no say in the situation. In our situation public sector action is looking towards the future.

New Business:

A. Tentative Tax Levies

The Highway's levy, will not change from this year for the next year. The Supervisor's levy will increase 2.8%. Supervisor Anderson noted that all of it is for increases in the Ride-In-Kane program over and above what we've allocated in the past, this comes to approximately \$20,000. The other increase is to the Mental Health Fund, increasing from \$322,000 to \$330,000. He noted that the overall tax levy is not going up however.

Trustee West wanted to thank Commissioner Long for freezing his levy, and Supervisor Anderson for keeping his increases as low as they are.

B. Election News

Deputy Clerk Katz reminded the public that information about filing for Township offices is listed on the Township's website.

Trustee Tracy wanted to make the public aware that all Township Officials statewide are up for election in April. Anyone who is interested in running for an Office needs to file their paperwork by Dec. 24th. For Township offices the Township Clerk is the Official to whom the paperwork is submitted. He noted that in Batavia we will also elect all City officials, as well as Board members for the Park, Library and School Boards.

Public Participation: None

Trustee Reports: Trustee Gilkerson reported on his experience at the TOI conference. One attorney there made the observation that if you're in a room and part of a public discourse, all electronic devices in use can become part of the public record and the individual device could be called as part of evidence in a court hearing.

He also discussed a session about Townships who take on the issue of bullying in schools. 38% of students report at one time or another have been bullied. While this issue may not be in Batavia Township's Jurisdiction other Townships do have schools under their control and must address these situations.

Supervisor Anderson noted that there were 33 different sessions offered at the Conference, an several of them discussed how to better utilize computers to consolidate information and manage emails.

Trustee West said that he went to the hacking and scamming session. There's new ways always to hack into your personal account including one scam which involves forging your bank's letterhead to get you to respond with personal information. He cautions the public that if they have a question about what they receive, they should always call the bank to verify if the material was from them.

Supervisor Anderson noted that he has personal experience with this his Township email account. has been hacked and is being used by someone to send out scamming email. He found about it when he started receiving "bounced" mail from people he never contacted.

Other Business:

Trustee West must be reappointed next month for his position on the BATV Board. This will be on next month's agenda.

Time and Date of Next Meeting - December 11, 2012 at 7pm.

Adjournment: A motion made by Trustee Gilkerson and seconded by Trustee Singer to adjourn the meeting at 7:46 pm **Approved on voice vote.**

Respectfully submitted,

Howard R. Katz, Deputy Township Clerk

Approved by the Board of Trustees: _____ Date: _____

Batavia Township
131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the December 11, 2012 regular meeting of the Board of Trustees of Batavia Township.

Supervisor Anderson called the regular meeting to order at 7:00 p.m. Trustee West led the board in the Pledge of Allegiance.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Township Clerk Sue Fricano; Road Commissioner Christopher Long.

Others Present: Township Accountant Bob Chalberg; Resident Howard Katz.

Checking of Bills and Checks for November 2012

Minutes: Trustee Singer moved to approve the Minutes from November 2012; Trustee Gilkerson seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Accounts: Trustee Gilkerson moved to approve the accounts from November 2012; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh was not present at the meeting.

Road Commissioner's Report: Commissioner Long reported the road district is waiting for snow. They are ready to go; they are working on the trucks and gearing up for the winter. Trustee West inquired if the road district keeps track of the amount of leaf and bush that is picked up. Commissioner Long reported they do not keep track of bush pick up but they do keep track of leaf pick up. He did not have exact numbers on hand but stated they picked up around 1200 yards of leaves, they picked up a little less than last year. Commissioner Long commented it was a good year for leaf pick up because the leaves were very dry. Commissioner Long commented on how well everything went this year and how he felt the road department did a lot for the Township.

Old Business:

- A. **Storage Building** – The road district got the permit for the new storage building and everything has started. The actual building is due to go in mid January. Two sides and

10 feet from the boundary need to be cinder block filled with concrete for fire ratings. They probably will not pour the floor until after the building is up in spring.

- B. **Intergovernmental Agreement** – The agreement is between the township and the highway department. The Township has set aside money and they will own building in the end. Supervisor Anderson read the intergovernmental agreement and stated the loan will begin September 30, 2013.

Trustee Gilkerson moved to approve the intergovernmental agreement; Trustee Tracy seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None.

Motion passed.

Supervisor Anderson reminded everyone that they needed to sign the intergovernmental agreement before they leave tonight.

- C. **Passage of Tax Levies** – The road district levy will remain the same. The general township levy will go up \$28,000 which is less than 3%, \$20,000 for ride in Kane and \$8,000 for mental health

Trustee Tracy moved to approve the general township levy; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None.

Motion passed.

Trustee Tracy moved to approve the road district levy; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson.

Nays: None.

Motion passed.

New Business:

- A. **BATV Appointment** – Supervisor Anderson stated John West would be interested in representing the Township on the BATV board again.

Supervisor Anderson moved to approve John West as the Township representative on the BATV board, Trustee Gilkerson seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None.

Motion passed.

- B. **Property Annexation** – The Township will lose a road because of the annexation and the township is no longer responsible for the road. The road is from Tanner north to about the curb of the 1st house on east side. The township loses about ¼ mile of road but they will trade off with North Aurora so that they don't have to lift plows. Commissioner Long stated that all the road districts in the area work together.

C. **Funds Transfers** – Supervisor Anderson reported there will be funds transferred from the general fund, \$20,000 from miscellaneous to ride in Kane. He also reported there may have to be more funds transferred before end of year. Trustee West inquired about the City of Batavia and if they contribute any funds. Supervisor Anderson stated he spoke with the Mayor and the City puts in \$26,000 and that the City and Township split the bill.

Public Participation: None to report.

Trustee Reports: Trustee Tracy laid out the copy he did for the January/February Neighbors Magazine. Trustee Tracy requested that we delete the section on Commissioners Park for further discussion. Trustee Tracy also felt it is premature to speak about the election, but encouraged anyone interested in running to file by December 26, 2012. Trustee Tracy stated he will be looking for ideas for the May/June issue of the Neighbors Magazine. He would like to suggest the article speak about the newly elected board and the annual meeting.

Trustee Gilkerson felt the Township should do a update section in every Neighbors Magazine. Supervisor Anderson felt that the Township is not event oriented and does not have something to put in every issue.

Other Business: None to report.

Time and Date of Next Meeting: Next meeting will be held on **January 8, 2013** at 7pm.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:28p.m.

Respectfully submitted

Susan Fricano, Township Clerk

Approved by the Board of Trustees: _____ Date: _____