

**Minutes of the Regular Meeting of the
Batavia Township Board
131 Flinn St., Suite B
Batavia, IL 60510**

Tuesday – April 14, 2020

1. The Batavia Township Board meeting was called to order at 7:06 p.m. by Supervisor Leigh Tracy who then led the Pledge of Allegiance.

2. **Introductions and Announcements:** Supervisor Tracy reported that the meeting was being held via Zoom conferencing due to concerns over the spread of the coronavirus (COVID-19). In the absence of a videographer from BATV, an audio recording of the meeting was being made to be used, if necessary, for public distribution. Tracy also announced that the Batavia Township Annual Meeting scheduled to occur today at 7:30 p.m. has been postponed to a later date because Illinois Governor J. B. Pritzker mandated that the statewide annual township meetings (held each year on the 2nd Tuesday of April) be postponed due to COVID-19 issues.

3. **Roll Call:** The Clerk called the roll. Present at the Batavia Township Office were Supervisor Leigh Tracy and Clerk Penelope Tracy. Attending remotely via Zoom were Walter Donat, Thomas Sharp, Troy Tousana, John West, Assessor Tammy Kavanaugh and Township Attorney Van Larson. Assessor Kavanaugh was not present for the entire meeting.

4. **Reports by Social Service Agencies:** Supervisor Tracy reported that he had invited representatives from two more of the agencies financially supported by Batavia Township to attend tonight's meeting and outline the services the agencies provide. Representatives from the agencies attended the meeting via Zoom conferencing.
 - Kevin O'Connor, President of the Board of St. Vincent de Paul Society of Holy Cross Church, thanked the township trustees for their financial support last year in the amount of \$20,000. O'Connor outlined the services provided to Batavia Township residents in 2019 which totaled approximately \$60,000. He said 375 families were contacted with the largest financial support given to help residents make rent and mortgage payments (\$37,000), pay utility bills (\$13,000) and pay for car payments, repairs and insurance (\$6,000). Clients also received gas and food vouchers. O'Connor said his agency offers budgeting classes and each case is reviewed by a group of agency volunteers. Supervisor Tracy recognized St. Vincent de Paul Society's efficient delivery of services and valuable counseling services.

- Sue Lusted, manager, and Vic Dietz, president of the board, represented Valley Sheltered Workshop. Dietz thanked the township for both last year's financial support of \$6,000 and the support received over the past ten years. Township funds are used towards staff salaries. Dietz explained that the workshop hires 22 handicapped adults to perform piece work (primarily folding boxes and applying labels). Employees are paid by the piece and receive regular paychecks. The workshop is currently closed due to COVID-19 but their major customers supported the shutdown and will provide work when the workshop reopens. Dietz also reported that Valley Sheltered Workshop receives funding from United Way, the Geneva Community Chest, Rotary Club, Knights of Columbus, local churches, families and individuals. Annual fundraising such as the pancake breakfast and pig roast are currently postponed until social-distancing guidelines can be lifted. Trustee West asked if volunteers could help the employees and Dietz explained that production work can only be done by the employees, but they do have volunteers help care for the building and grounds.

5. **Approval of Minutes:** The minutes for the March 10, 2020 Township Board meeting were presented for approval. A motion was made by Trustee Donat and seconded by Trustee Tousana to approve the minutes as amended. Roll call: Ayes: Donat, Sharp, Tousana, West and Tracy. Nays: None. Motion carried.

The minutes for the March 10, 2020 Budget Hearing were presented for approval. A motion was made by Trustee Sharp and seconded by Trustee West to approve the minutes as amended. Roll call: Ayes: Sharp, Donat, Tousana, West and Tracy. Nays: None. Motion carried.

6. **Approval of Bills:** Supervisor Tracy reported that each of the township trustees had reviewed the April bills and March checking accounts at the township office prior to the meeting. Tracy also reported that two of the bills approved were for painting the township offices (job awarded to the lowest bidder) and purchase of new township logo signs. The logo sign purchase includes magnetic signs for the vehicles used by the Assessor, logo signs for the township office doors, and a replacement logo sign in front of the township office building. He also noted that the first of two annual payments to Clarke Environmental for mosquito abatement services is due for \$13,000. A motion to approve the April bills for payment was made by Trustee West and seconded by Trustee Tousana. Roll call: Ayes - West, Donat, Sharp, Tousana and Tracy. Nays: None. Motion carried.
7. **Assessor's Report:** Supervisor Tracy reported that staff is continuing to work on collecting data for assessment reviews.
8. **Highway Commissioner's Report:** Supervisor Tracy reported that Township Road Commissioner Chris Long was recovering from recent surgery and had recently visited the

township office. Trustee West reported that an additional leaf collection pickup is scheduled with brush pickup to begin in May.

9. **Supplemental Employee Benefit-Legal Shield/ID Shield:** Under old business, Supervisor Tracy reported that a meeting had been scheduled in April to present the program to township employees, but due to COVID-19 concerns the meeting has been postponed.
10. **Statement of Economic Interest:** Supervisor Tracy reminded the trustees that the Kane County filing deadline is May 1, 2020. He asked the trustees to contact him if they have not yet received an email notification.
11. **Resolution Supporting Extension of Washington-Wilson Tax Increment Finance District:** Supervisor Tracy reported that Laura Newman, Batavia City Administrator, notified him regarding the status of the extension request process. Each unit of government affected by the Washington-Wilson Tax Increment Finance District is required to support the extension. While the Batavia Township Board failed to act on the extension request at its last meeting, Newman reported that the Batavia School Board voted against supporting the extension request. Therefore, due to the school board's action, the extension is no longer an option and no further action is required on the part of the township board.
12. **Tax Levy and Extension:** Supervisor Tracy reported that the Kane County Clerk notified him that the 2020 tax levy proposal had been approved as requested.

New Business: None

Public Participation: None

Trustee Reports: None

Other Business: Alderman West asked when the annual meeting would occur. Attorney Larson responded by saying the meeting could occur after Governor Pritzker lifts the statewide restrictions on public meetings. Supervisor Tracy announced that the next regular meeting of the Batavia Township Board is scheduled for May 12, 2020.

Adjournment: Trustee West moved to adjourn the meeting and the motion was seconded by Trustee Tousana. Voice vote: Ayes: 5 Nays: none. Motion carried. The meeting was adjourned at 7:43 p.m.

Respectfully Submitted,

Penelope L. Tracy, Batavia Township Clerk