

# Batavia Township Board of Trustees

1-9-18

## Minutes

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The meeting was called to order by Supervisor Anderson at 7:00pm at the Township offices located in Batavia, IL.

The Pledge of Allegiance was led by Riley Kavanaugh. .

Roll Call: Trustees Bertalmio, Donat Tracy, Supervisor Anderson. Also present were: Clerk Katz, Assessor Kavanaugh as well as Deputy Assessor Riley Kavanaugh. Not in attendance: Trustee John West, Highway Commissioner Chris Long, Township Attorney Van Larson, and Township Accountant Robert Chalberg,

At this point, the checking of Bills and Checks for Dec 2017 were reviewed by the Board of Trustees.

### **Approval of Minutes from December 2017**

A motion to approve the Dec. 2017 minutes was made by Trustee Tracy and seconded by Trustee Bertalmio. Roll Call vote: Aye - Bertalmio, Donat, Tracy, Anderson. **PASSED**

### **Approval of Accounts**

A motion to accept the Dec. Accounts as well as the GA report for November, was made by Trustee Bertalmio seconded by Trustee Donat . Roll Call vote: Aye - Bertalmio, Donat, Tracy, Anderson.. **PASSED.**

### **Assessor's Report**

Assessor Kavanaugh stated that their office has just finished their roll changes and has started the 2018 assessment cycle.

### **Road Commissioner's Report**

Not Present.

### **Old Business**

None

### **New Business**

Budget Hearing The Budget hearing must be held at least 30 days before passage, so both the Town and Highway budgets will be done by next month, and then Clerk can publish the hearing in April. Usually 6 Normally we have the hearings on the same day as the Annual Meeting, holding the budget hearings at 6:45, the regular meeting at 7, and then after that the regular meeting, followed by the Annual meeting.

Sexual Harassment Policy Supervisor Anderson sent to the proposed Policy everyone for review. Trustee Donat thinks there's some vague language that might lead to trouble -s Supervisor Anderson stated that he redid the 2nd section where he questioned the section that had to do with reporting-- he feels it needs to be clarified. Trustee Donat stated that he has problems with things like leering and obscene gestures--how do you describe a "leer?" Gestures would be clearer. "Smacking noise" as listed in the TOI policy recommendation is a bit hard to define. . This is a model ordinance from TOI and we need to pass it tonight.. Should each dept. Report to each Official, but they could be the problem. Supervisor Anderson volunteered to be the designated reporting officer, Trustee Bertalmio volunteered to be the designated reporting entity. A motion to adopt this policy and to have Trustee Bertalmio the reporting entity was made by Trustee Donat, and seconded by Trustee Tracy. **PASSED.**

Township Flag – Deputy Assessor Riley Kavanaugh is in the process of designing a flag for Batavia Township. She passed around a copy of the proposed design The different elements include a hand--to represent General Assistance, a road for the Road district, an a, Log cabin Supervisor's office. The woods would be for the original Bataviaa designation which was Big Woods. Colors- for the flageopen to suggestion - she recommends white, blue and red, with general consensus that there be a gold fringe on the flag also.. Flagsource here in Batavia is working with her on the setup and costs.. Supervisor Anderson thought Riley should be the flagbearer at the next TOI conference in honor of all her hard work on this.. Riley stated initial cost would be \$160 before fringe and color, one-sided, 3x5. Supervisor Anderson said a flag stand and pole should also be purchased from Flagsource. Trustee Donat inquired if this is this a one-time (TOI conference) use or will it be used in other venues? Supervisor Anderson stat that it may be only shown at the Conference, but we can use it in other events.

Trustee Tracy moved and Trustee Bertalmio seconded to authorize Ms. Kavanaugh to continue to develop the flag with costs not to exceed \$500 **PASSED**

### **Public Participation**

None

### **Trustee Report**

None

### **Other Business**

### **Next Meeting Date**

Feb. 13, 2018

### **Adjournment**

A motion to adjourn was made by Trustee Donat and Seconded by Trustee Tracy. The meeting was adjourned at 7:34pm.

Respectively Submitted

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Howard R. Katz  
Batavia Township Clerk