

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

Tuesday – February 9, 2021

The Batavia Township Board meeting was called to order at 7:07 p.m. by Supervisor Leigh Tracy who led the Pledge of Allegiance.

1. **Roll Call:** The Clerk called the roll. All township officials present for the meeting attended remotely via Zoom: Supervisor Leigh Tracy, Clerk Penelope Tracy, Trustees Walter Donat, Tom Sharp, Troy Tousana and John West. Also attending were Road Commissioner Chris Long, Township Assessor Tammy Kavanaugh, Township Attorney Van Larson and Township Accountant Robert Chalberg.

2. **Reports by agencies funded in 2020:** Supervisor Tracy explained that he was inviting representatives from social service agencies to speak at the next several township meetings. He has asked the agencies to provide a brief recap of the services provided to Batavia Township residents during the past year.
 - **Batavia Interfaith Food Pantry and Clothes Closet** was represented by Eileen Pasero, Executive Director, who explained that due to the Covid pandemic the Food Pantry was not open for self-serve shopping. The agency set up both an online and paper ordering system to fill food requests. During the year, 743 families, 872 children and 259 seniors received food donations. The Clothes Closet provided 47,000 pounds of clothing to area residents. Both facilities are staffed by 40 volunteers who gave 12,250 volunteer hours covering the times the pantry is open: Tuesdays from 1:00 – 3:00 in the afternoon; Wednesdays and Thursdays from 6:30 to 7:30 in the evening; Fridays from 10:00 in the morning to noon. Ms. Pasero reported that the operation has outgrown its current location. She is working with staff from the City of Batavia to search for a new, larger location.
 - **Batavia United Way and Kane 211** was represented by Bonnie Baumartner, Executive Director, and Melinda Kintz, former director. Ms. Baumartner discussed the Success by 6 (SB6) Scholarship program that has been partially funded by township funds. Established six years ago, this program provides opportunities for students to attend kindergarten and preschool through the Batavia Park District. The program also provides tutoring for students unable to attend the park district program due to Covid protocol guidelines limiting class size.

Melinda Kintz reported that call volume to Kane County's 211 line doubled in January 2021 with requests for assistance. The 211 service directs callers to agencies that can

meet callers' needs. Kane County's three-year commitment to fund the program expires in July 2021. Other sources of past funding included the Batavia School District and Northwestern Medicine but their continued participation in the program is uncertain. Ms. Kintz emphasized the need to raise funds from a variety of additional sources that may include the Dunham Fund and Comcast. Sixty counties in Illinois operate a 211 program.

- **Batavia RSVP** (Retired Senior Volunteer Program) was represented by John Dillon who recapped the services provided by the federal program started in 1988. The all-volunteer organization provides transportation for seniors who need rides for doctors' appointments and shopping. The program also partners with Osco Drugs to help pay for prescription medicine co-pays and deductibles. Additional services include free installation of smoke and carbon monoxide detectors and lock boxes. A new service to be offered is a \$200 stipend for dental cleaning with an area dentist and a subsidy for hearing-aid batteries. Trustee West asked about the application process for services and Dillon responded by saying that referrals are made through local senior residences and agencies.
- **CHIP IN Batavia** was represented by Joann Spitz, who reported that the organization is in its eighth year of providing financial aid to students who are in temporary housing and enrolled in the free lunch program and are unable to afford school supplies and activity fees. Because school attendance has been limited due to Covid and activities have been cancelled, many qualifying families have requested help to pay rent and utility bills. CHIP IN Batavia is supported by a large base of local residents and businesses where specific needs are quickly met by community donors.

Supervisor Tracy thanked all the agency representatives for their reports.

3. **Approval of Minutes:** The minutes for the January 12, 2021 Township Board meeting and the January 19, 2021 Special meeting were presented for approval. A motion to approve both sets of minutes was made by Trustee West and seconded by Trustee Tousana. Voice vote: Ayes - 5. Nays - None. Motion carried.
4. **Review of Bank Accounts for January:** Supervisor Tracy reported that the trustees had received an email summary of the January bank accounts and the February bills for their review.
5. **Approval of Bills for February:** Supervisor Tracy added an additional bill to be approved for Shaw Media in the amount of \$71.26 to cover the public notice announcement for the budget hearing to be held in March. A motion to approve the February bills for the general fund and assessor's fund was made by Trustee Donat and seconded by Trustee Tousana. Voice vote: Ayes – 5. Nays – none. Motion carried. Tracy added three additional bills to the road fund bills in the amount of \$923 (Call One, Menard's and Westside Tractor Sales). A motion was made by

Trustee Donat and seconded by Trustee West to approve the February road fund bills for payment. Voice vote: Ayes - 5. Nays - None. Motion carried.

6. **Assessor's Report:** Tammy Kavanaugh reported that her staff is busy documenting residential sales, listings and building permits. They will then generate neighborhood reports. She and her staff visited the Kane County Building Department recently to verify square footage comparisons. She noted that county offices are open by appointment only with limited staff due to Covid restrictions and was told that their offices may not be fully staffed until June. The Batavia assessor and staff are currently working remotely and may follow the county's timeline for a full return to the office.
7. **Highway Commissioner's Report:** Road Commissioner Long stated that the road department employees have been busy plowing snow.
8. **Public Participation:** None
9. **Old Business:** Supervisor Tracy reported that township trustees were sent proposed budgets for the next year via email. He noted that the April 1, 2021 opening balance for the budgets was a conservative figure since March expenditures have not yet been spent.
10. **New Business:** None
11. **Trustee Reports:** Trustee West attended the recent Batavia 708 Board meeting and shared that the board was thankful for the funds Batavia Township collected and passed on to their mental health agencies. He also reported that these funds will only be used to pay for agency services and not any building maintenance, since the Board had recently sold some of the properties they owned. AID (The Association for Individual Development) will remain in their building.
12. **Supervisor's Report:** Supervisor Tracy reported on the following items:
 - The March township meeting will include additional presentations by social service agencies that are funded by the township. Then in June a new budget will be presented allocating agency funding for the coming fiscal year.
 - He reminded trustees that they will be required to file a new Statement of Economic Interest with Kane County as required annually for all elected officials.
 - He reviewed a conversation he had with Township Attorney Van who advised him of a new bill before the state legislature that outlines a procedure for recalling elected officials. Similar bills have been presented before but have not had enough votes to pass.
 - On February 17, 2021, he will participate in a Zoom Kane County Supervisors meeting.
 - On February 25, 2021 he will join a workshop on budget planning offered by the Township Officials of Illinois.

- On March 2, 2021, he will attend a Zoom Ride in Kane meeting.

13. The next meeting of the Batavia Township Board is scheduled for March 9, 2021. The Batavia Township Budget Hearing will begin a 6:45 p.m. followed by the regular monthly board meeting at 7:00 p.m.

14. **Adjournment:** Trustee West moved to adjourn the meeting and the motion was seconded by Trustee Sharp. Voice vote: Ayes: 5 Nays: None. Motion carried. The meeting was adjourned at 8:08 p.m.

Respectfully Submitted,

Penelope Tracy

Penelope L. Tracy, Batavia Township Clerk