

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

Tuesday – March 9, 2021

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:03 p.m. by Supervisor Leigh Tracy who led the Pledge of Allegiance.
2. **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.
3. **Reports by agencies funded in 2020:** Supervisor Tracy welcomed the following agency representatives attending the meeting via Zoom:
 - Michael Cobb, Executive Director, from Elderday Center
 - Julie Purcell, Executive Director, from Lazarus House
 - Kathy Melone, Advancement Director, from Mutual Ground and Breaking Free

Each of the three social service agencies submitted a one-page summary of the agencies' activities during the past year. The summaries were distributed to the trustees prior to the meeting and are attached to the minutes. Lazarus House and Mutual Ground were impacted by the Covid pandemic and were required to arrange for additional housing and dining rooms to meet social distancing requirements. Trustee Tousana asked about the cost of hotel rooms and was told that the rooms averaged \$60 a night. Fundraising events were also cancelled. The agency representatives all expressed gratitude for the township's support.
4. **Approval of Minutes:** The minutes for the February 9, 2021 Township Board meeting were presented for approval with a motion made by Trustee West and seconded by Trustee Sharp. Roll Call: Ayes -5, Nays – None. Trustee Sharp then moved to approve the minutes for February 24, 2021 Special Meeting of the Township Board. The motion was seconded by Trustee Tousana. Roll Call: Ayes – 5, Nays – 0. Both sets of minutes were approved as presented.
5. **Approval of Bills for March:** Supervisor Tracy added an additional bill to be approved for the assessor's fund for the property search software for the assessor's website in the amount of \$6,045. He also noted the bill for legal services in the amount of \$550, and Trustee West requested an explanation for the bill from Township Attorney Van Larson. Larson explained that

his \$175 monthly fee only covers his attendance at the monthly township board meeting. If he is asked to provide additional services, Larson's fee is \$275 an hour. He billed the township for the research he was asked to provide on personnel issues for the February 24, 2021 special meeting. The March bills also included \$830 to be paid to Ride in Kane and a budgeted payment of \$199,400 to the 708 Board for funds received from the mental health tax levy. A motion to approve payment of the March bills in the amount of \$251,136.43 for the general fund and assessor's fund was made by Trustee West and seconded by Trustee Tousana. Voice vote: Ayes – 5. Nays – none. The motion was passed.

A motion was then made by Sharp and seconded by Donat to approve the March bills for the road and bridge fund in the amount of \$16,828.01. Roll call: Ayes - 5. Nays - None. Motion carried.

6. **Assessor's Report:** Tammy Kavanaugh reported that her staff has been entering data from building permit and residential sales reports. They also receive property division reports from Kane County itemizing new parcels that require land values. Her staff also reviews neighborhood changes in sales values over the past three years to be reported to Kane County by June 1, 2021. Trustee Donat asked if the neighborhood spreadsheets are available to the public. Kavanaugh replied that the information is not usually distributed to the public. She also reported that her staff has returned to the office to work.
7. **Highway Commissioner's Report:** None.
8. **Public Participation:** None
9. **Old Business:** None.
10. **New Business:** Supervisor Tracy reported that a public notice was filed in the Kane County Chronicle announcing the Batavia Township Annual Town Meeting to be held on April 13, 2021 at 7:30 p.m. The meeting will take place remotely via Zoom. Tracy also reported that no one contacted the township about the meeting or presented items to be placed on the agenda. Therefore, a motion was made by West and seconded by Donat to adopt the agenda for the meeting as proposed by the supervisor. A copy of the proposed agenda was sent to the trustees for their review and will be attached to the minutes. Roll Call: Ayes – 5, Nays – 0. The motion was approved.
11. **Trustee Reports:** Following a brief discussion, the trustees agreed that in-person township board meetings would occur as soon as all township officials had received the Covid vaccine.
12. **Supervisor's Report:** Supervisor Tracy reported that early voting for the April 6, 2021 election begins on March 22. The next meeting of the Batavia Township Board is scheduled for April 13,

2021. The regular monthly meeting will begin at 7:00 p.m. followed by the annual town meeting at 7:30 p.m.

13. **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 7:48 p.m.

Respectfully Submitted,

Penelope L Tracy

Penelope L. Tracy, Batavia Township Clerk