

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

Tuesday – May 11, 2021

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:01 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 Township Road Commissioner Chris Long and Township Attorney Van Larson.
3. **Reports by agencies funded in 2020:** Supervisor Tracy welcomed the following agency representatives attending the meeting via Zoom:
 - Kevin O'Connor, President, St. Vincent de Paul Society of Holy Cross Church, and
 - Jim Bone, President, Shelter Assistance Committee

Kevin O'Connor thanked the township for the \$20,000 grant awarded last year. He provided a summary of spending and noted that \$24,895 was used toward rent payments, \$685 was used toward mortgage payments and \$14,565 helped pay utility bills. Approximately \$8,000 helped with car payments, car repairs and insurance. The total expenditure for their fiscal year 2020-21 was \$51,580. O'Connor reported that the 18th annual fundraising event would be held at Orchard Valley Golf Course in Aurora on June 11. The ticket price is \$150 and includes golf and dinner.

Jim Bone also thanked the township for the \$6,000 grant awarded last year and provided a summary of the donations received for the current fiscal year that will end on September 30, 2021. Shelter Assistance is fully funded by volunteers and provides one-time rent and mortgage assistance for those who need help paying for shelter. Twenty-five Batavia families received assistance totaling \$9,474.

A representative from Lutheran Social Services (Riverain Apartments) was also invited to attend the meeting. Tirzah Justiniano, Social Services Coordinator, was unable to participate in the meeting but she sent a report with photos detailing how the township's \$2,000 grant was spent. The funds were used to purchase individual art kits for each Riverain resident so they could "create together, while apart." The art supplies were paint-by-number kits and blank canvas kits and were given to 88 residents. Riverain supplemented the activity by providing

refreshments. The completed art canvases were displayed at Riverain. Justiiniano reported that the activity received a favorable satisfaction rating with residents looking forward to another art project in the future.

A fourth grant recipient, Shepherd's Heart at Chapel Street Church, was also unable to attend the meeting. However, director Erin Wise, thanked the township for the \$5,000 they received. She reported via email that during the past six months, Shepherd's Heart has supported Batavia residents by providing \$14,000 in rent payments, \$2,300 in utility bill payments, and \$1,500 in car repair payments.

Supervisor Tracy mentioned that the township website has posted information regarding financial assistance available from Kane County for renters and landlords.

4. **Approval of Minutes:** The minutes for the April 13, 2021 Township Board meeting were presented for approval. Trustee Donat moved to approve the minutes and Trustee West seconded the motion. Roll Call: Ayes -5, Nays – None. The motion passed.
5. **Approval of Bills for May:** Supervisor Tracy stated that a summary of the bills was distributed to the trustees for their review prior to the meeting. He noted that the mental health tax levy submitted to the county exceeded the tax cap requirement. The levy was reduced from \$410,000 to \$408,253 which will reduce the budget. A motion to amend the mental health budget from \$410,000 to \$408,253 was made by Trustee West and seconded by Trustee Tousana. Roll call: Ayes - 5. Nays - None. The motion passed.

Trustee Tousana then moved to approve payment of the general fund bills for May in the amount of \$67,927.75. Trustee Sharp seconded the motion. Roll call: Ayes - 5. Nays - None. The motion passed. Trustee Donat moved to approve payment of the road fund bills for May in the amount of \$32,408.68. Trustee Tousana seconded the motion. Roll call: Ayes - 5. Nays - None. The motion passed.

6. **Assessor's Report:** No report.
7. **Highway Commissioner's Report:** Road Commissioner Long reported that his crew is collecting brush and trash. He is also preparing the 85-page bid contracts for the resurfacing of Deerpath Road. The bid process will begin during the first weeks of July. Regarding the Rebuild Illinois funds received by the county from the State of Illinois, Long explained that the funds are distributed with restrictions over a three-year period. Batavia Township's approximate \$7,000 grant is small compared to the cost of maintaining roads. Long has decided to wait until the final payment is received and then combine it with the approximate \$43,000 unspent motor fuel tax funds before deciding how the funds should be spent.

8. **Public Participation:** None
9. **Old Business:** None.
10. **New Business:** Supervisor Tracy noted that the monthly retainer fee paid to Township Attorney Van Larson was last reviewed in 2013. Before discussion on this subject continued, Attorney Larson announced that he was exiting the Zoom meeting. Tracy then asked for a motion to raise the monthly legal retainer from \$175 per month to \$250 per month. The motion was made by Trustee Donat and seconded by Trustee West. Roll call: Ayes - 5. Nays - None. The motion passed.

Tracy then requested a motion to transfer line item funds in the General Assistance Fund , specifically \$1,500 from Home Relief to Administration expense. Trustee Tousana made the motion that was seconded by Sharp. Roll call: Ayes - 5. Nays - None. The motion passed.
11. **Trustee Reports:** After a brief discussion, the board agreed to meet in person at the township offices for the June meeting.
12. **Supervisor's Report:** Supervisor Tracy congratulated township officials on their re-election and stated that the new term of office officially begins on May 17, 2021 for all officials except the assessor's term which takes effect on January 31, 2022. He suggested that all officials except the assessor meet at the township office on May 17 at 6:00 p.m. to be sworn in. Riley Kavanaugh has agreed to administer the oath of office. Tracy also reported that he has decided to remain with Paycom for payroll services through 2021. He also asked township trustees to review the township website as new information has been updated.
13. The next meeting of the Batavia Township Board is scheduled for June 8, 2021.
14. Trustee West moved to adjourn the meeting, seconded by Trustee Donat. The motion was passed with a voice vote. The meeting was adjourned at 7:52 p.m.

Respectfully Submitted,

Penelope L Tracy

Penelope L. Tracy, Batavia Township Clerk