

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

Tuesday – October 12, 2021

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:02 p.m. by Supervisor Leigh Tracy. Trustee John West led the Pledge of Allegiance.
2. **Roll Call:** The Clerk called the roll. The following township officials were present for the meeting: Supervisor Leigh Tracy, Trustees Walt Donat, Troy Tousana and John West. Trustee Thomas Sharp was absent. Also attending the meeting were Road Commissioner Chris Long, Township Assessor Tammy Kavanaugh, Attorney Van Larson, and City Clerk Penelope Tracy. The meeting was recorded by BATV videographer Audrey Karpf.
3. **Approval of Minutes:** The minutes for the September 14, 2021, Township Board meeting were presented for approval. Trustee West moved to approve the minutes and Trustee Tousana seconded the motion. Roll call: Ayes - 4, Abstain – 1 (Trustee Donat was absent for the meeting), Nays – None. The motion passed.
4. **Approval of Bills for September:** Supervisor Tracy reported on the criteria for approving monthly township bills as outlined in the latest edition of the Township Trustee Handbook. He noted that the reconciliation summary for the township bank accounts indicate that funds are available for payment of the bills. He also noted that the tax revenue in both accounts total \$595,506 with 2 more tax revenue distributions due in October

A summary of the October bills was distributed to the trustees for review prior to the meeting. Tracy stated that 50% of the budgeted amount for mosquito spraying has been paid to Clarke and all the budgeted amount for social services has been distributed. The total remaining amount of the tax funds assessed for mental health services will be sent to the 708 Board this month.

A motion to pay the October bills from the General Fund in the amount of \$157,396.36 was made by Trustee Tousana and seconded by Trustee Donat. Roll call: Ayes – 4. Nays -1. The motion passed. A second motion to approve the Road Fund bills was made by Trustee Donat and seconded by Trustee West. Roll call: Ayes – 4, Nays – None. The motion passed.

5. **Assessor's Report:** Assessor Kavanaugh reported that 52 property tax appeals were filed, the hearings have ended, and the results will be available in a few months. She also reported that

her staff is currently reviewing new construction permits and sales data for Prairie Commons and Lincoln Valley developments. In addition, staff is attaching sales listings to parcel numbers. One of her staff members is also currently attending classes for certification.

6. **Road Commissioner's Report:** Road Commissioner Long reported that the township's workload has slowed following a busy summer season. Brush collection will end mid-September. He has ordered salt supply for the winter and staff is preparing equipment in preparation for snow plowing.

7. **Public Participation:** None

8. **Old Business:** Supervisor Tracy reported that all payments to the social services agencies have been mailed. The \$5,000 payment to the Fox Valley Food for Health organization was matched with a payment from Batavia Rotary Club. Additional cooperative Rotary funds for designated organizations are on hold, so the amounts allocated by the township were sent without the Rotary's contribution.

Tracy also stated that the township can be proud of the support given to area social service agencies.

9. **New Business:** Supervisor Tracy stated that Ellen Nottke, recently nominated to serve on the Batavia Township 708 Board, has resigned. Tracy asked for a motion to appoint her replacement, Kimberly Tarver, a physical therapist who also teaches at Elgin Community College. Trustee West moved to appoint Kimberly Traver to the 708 Board. Roll call: Ayes – 4, Nays – None. The motion passed.

10. **Trustee Reports:** Trustee West reported that he attended a meeting of the Batavia Township 708 Board, and the recent audit showed the 708 Board was financially strong. The audit commented on the excellent records maintained by the Board. By year end, two of the three buildings currently owned by the Board will be sold to AID (Association for Individual Development) located in Aurora. The third building has a potential buyer.

11. **Supervisor's Report:** Supervisor Tracy reported on the following items:

- A general assistance training workshop is scheduled for October 22 in Rockford, IL.
- The Township Officials of Kane County annual dinner is scheduled for October 27 at the Lincoln Inn Banquets. Batavia Township officials should contact Supervisor Tracy for reservations.
- The annual Mayor's Breakfast will be held on November 4.
- The Township Officials of Illinois Annual Educational Conference is scheduled for November 15-17. The conference this year will be available via Zoom and reservations are required.

- Tracy has been visiting area state legislators gathering support for amending the payment process for paying township assessors' annual bonus.
- Tracy attended a recent committee meeting of the Kane County Board held to discuss how to allocate the \$130,000,000 in federal funds to be received by the county in the future
- Tracy also attended a recent Batavia Chamber of Commerce meeting recognizing anniversaries. On behalf of the township, he accepted the certificate recognizing the township's 20-year membership.

12. The next meeting of the Batavia Township Board is scheduled November 9, 2021 at 7:00 p.m.

13. **Adjournment:** As there was no further business to discuss, Trustee West moved to adjourn the meeting, seconded by Trustee Donat. The motion was passed with a voice vote and the meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Penelope L. Tracy _____

Penelope L. Tracy, Batavia Township Clerk