

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

**Tuesday – November 9, 2021**

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:00 p.m. by Supervisor Leigh Tracy. Trustee Tom Sharp 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, Tom Sharp, Troy Tousana and John West. Also attending the meeting were Road Commissioner Chris Long, Township Assessor Tammy Kavanaugh and City Clerk Penelope Tracy. The meeting was recorded by BATV Director of Operations Andrew Van Meter.
3. **Approval of Minutes:** The minutes for the October 12, 2021, Township Board meeting were presented for approval. Trustee Donat requested that the minutes be corrected on the vote for approval of the September 14, 2021 minutes. The record should read as follows: Ayes – 3, Abstain 1. Trustee West then moved to approve the October 12, 2021 minutes as corrected. Trustee Donat seconded the motion. Roll call: Ayes – 5, Nays – None. The motion passed.
4. **Approval of Bills for October:** Supervisor Tracy noted that the November bills were submitted to the trustees for review prior to the meeting, The amount of tax funds assessed for mental health services were not sent to the 708 Board in October as planned, but will be paid in November. Trustee Tousana moved to approve payment of the October General Fund bills in the amount of \$48,899.90. Trustee Donat seconded the motion. Roll call: Ayes – 5, Nays – None. The motion passed.  
  
Trustee Donat moved to approve payment of the Road Fund bills in the amount of \$23,479.55. Trustee Tousana seconded the motion. Roll call: Ayes – 5, Nays – None. The motion passed.
5. **Assessor's Report:** Assessor Kavanaugh reported that changes to 2021 assessments ended November 1, 2021. All Batavia Township assessment hearings have been completed and the information has been turned over to the Kane County Board of Review. Her staff is currently compiling sales and permit application data and monitoring the new development on Kirk Road.
6. **Road Commissioner's Report:** Road Commissioner Long reported that leaf collection is just beginning due to the warm weather and drought that delayed leaf color change this year. Leaf collection will probably continue through the week after Thanksgiving. He is also working on obtaining estimates for next year's road projects.

7. **Public Participation:** None
8. **Old Business:** None
9. **New Business:** Supervisor reported that he and Road Commissioner Long have been preparing the proposed tax levies that will be taxed in 2021 and collected in 2022. The process starts with a request to levy taxes followed by the creation of a budget. The final levy is adopted in December. Last year's proposed levy exceeded the tax cap and was amended by the county. This year's levy may include an increase in personnel for the assessor's office. The proposed highway levy may increase by \$10,000 due to an increase in labor costs. The Mental Health 708 Board passes their own levy which is then passed on to the township.
10. **Trustee Reports:** None
11. **Supervisor's Report:** Supervisor Tracy reported that he is considering options for a change in the payroll service used by the township. He has also determined that the phone and internet service will remain with the current provider for the remainder of their contract.  
  
The next meeting of the Batavia Township Board is scheduled for December 14, 2021, at 7:00 p.m.
12. **Adjournment:** 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 7:29 p.m.

Respectfully submitted,

  
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Penelope L. Tracy, Batavia Township Clerk