

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

**Tuesday – December 14, 2021**

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:03 p.m. by Supervisor Leigh Tracy. The meeting was held remotely via Zoom due to a Covid-related illness in the Batavia Township Assessor's office. Trustee John West led the Pledge of Allegiance.
2. **Roll Call:** The Clerk called the roll. All township officials present for the meeting attended remotely: Supervisor Leigh Tracy Trustees Walt Donat, Troy Tousana, John West, Road Commissioner Chris Long, Township Assessor Tammy Kavanaugh and City Clerk Penelope Tracy. Also attending were Township Attorney Van Larson and Township Accountant Bob Chalberg. Trustee Tom Sharp was absent. The meeting was recorded.
3. **Approval of Minutes:** The minutes for the previous township board meeting were presented for approval. Trustee Donat moved to approve the minutes for the November 9, 2021 Batavia Township Board meeting as presented. Trustee West seconded the motion. Roll call: Ayes – 4, Nays – None. The motion passed.
4. **Approval of Bills for December:** Supervisor Tracy noted that the December bills were submitted to the trustees for review prior to the meeting and all bills presented were for budgeted items. He also stated that adequate funds were available in the checking accounts to pay these bills. Trustee Tousana moved to approve payment of the December General Fund bills in the amount of \$53,988.32. Trustee West seconded the motion. Roll call: Ayes – 4, Nays – None. The motion passed.  
  
Supervisor Tracy added two small bills from Wasco Truck Repair to the list of December Road Fund bills. Trustee West moved to approve payment of the December Road Fund bills in the amount of \$26,751.43. Trustee Tousana seconded the motion. Roll call: Ayes – 4, Nays – None. The motion passed.
5. **Assessor's Report:** Assessor Kavanaugh reported that her staff continues compiling sales and building permit data as well as new listing information.
6. **Road Commissioner's Report:** Road Commissioner Long reported that leaf collection has ended due to machinery problems. The next major task will be snow removal.
7. **Public Participation:** None

8. **Old Business:** Supervisor Tracy and Road Commissioner Long completed preparation of the 2021-2022 tax levies discussed at the last township board meeting. Following passage of the tax levy ordinances, Tracy will file them with the Kane County Clerk's office for their review.

Trustee Donat moved to approve the tax levy ordinance, Batavia Township Ordinance No. L201-2022, in the amount of \$1,197,713. Trustee Tousana seconded the motion. This ordinance provides funds for the General Town Fund (Administration and Assessor), General Assistance Fund and Mental Health Fund. Roll call: Ayes – 4, Nays – None. The motion passed.

Trustee West moved to approve the road district tax levy, Tax Levy Ordinance 2021-2022 Road District, in the amount of \$574,100. Trustee Donat seconded the motion. This ordinance provides funds for the General Road Fund and the Permanent Road Fund. Roll call: Ayes – 4, Nays – None. The motion passed.

9. **New Business:** None

10. **Trustee Reports:** Trustee West asked about the required Sexual Harassment Prevention Training webinar offer through the Batavia Chamber of Commerce. Supervisor Tracy said he would check to see if the webinar was still available.

Trustee Sharp joined the meeting via Zoom at 7:17 p.m.

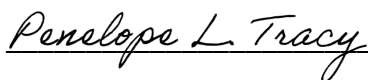
11. **Supervisor's Report:** Supervisor Tracy reported that he met with Road Commissioner Long to discuss changing payroll services for the coming year. After reviewing alternatives, the decision was made to stay with Paycom for 2022.
12. **Executive Session:** Trustee West moved to adjourn into Executive Session for the purpose of discussing personnel. The motion was seconded by Trustee Donat. Roll Call: Ayes – 5, Nay – None. The motion passed and the Supervisor recessed the meeting into Executive Session at 7:20 p.m. with only the Supervisor, Trustees, Township Attorney and Clerk in attendance.

At 7:54 p.m., Supervisor Tracy reconvened the Regular Meeting of the Board. Roll call: present were Trustees, Supervisor, Township Attorney and Clerk. Supervisor Tracy announced that no action would be taken following the Executive Session.

Tracy stated that the next meeting of the Batavia Township Board is scheduled for January 11, 2022, at 7:00 p.m.

13. **Adjournment:** Trustee West moved to adjourn the meeting, seconded by Trustee Tousana. The motion was passed with a voice vote and the meeting was adjourned at 7:58 p.m.

Respectfully submitted,

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Penelope L. Tracy, Batavia Township Clerk