

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

**Tuesday – September 13, 2022**

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:00 p.m. by Supervisor Leigh Tracy who led the Pledge of Allegiance.
2. **Roll Call:** The Clerk called the roll. Attending the meeting were Supervisor Leigh Tracy, Clerk Penelope Tracy, Trustees Walt Donat, Troy Tousana, Tom Sharp, and John West, Township Assessor Tammy Kavanaugh and Township Highway Commissioner Chris Long. Also attending was Audrey Karpf, videographer from BATV, who recorded the meeting and Attorney Michael Wong, from SmithAmundson LLC.
3. **Approval of Minutes:** Trustee Tousana moved to approve the minutes of the August 9, 2022 Batavia Township Board meeting. Trustee Donat seconded the motion. The motion was approved as follows: Ayes – 5, Nays - 0.
4. **Approval of Bills to be paid in September:** Supervisor Tracy reviewed the bank statements for both the road fund and the general fund and also reviewed the 2022-2023 budgets for the first five months of the fiscal year (April thru August 2022). Trustee West moved to approve payment of the September General Fund bills in the amount of \$201,592.91. Trustee Tousana seconded the motion. Roll call: Ayes – 5, Nays - 0. The motion passed.

At 7:11 p.m. Township Accountant Bob Chalberg joined the meeting.

Supervisor Tracy added an additional \$430.56 to the road fund bills. Trustee Donat moved to approve payment of the September Road Fund bills in the amount of \$215,676.99. Trustee Tousana seconded the motion. The bills included payment to Geneva Construction for the paving work done in April. Roll call: Ayes – 5, Nays - 0. The motion passed.

5. **Executive Session:** A motion was made by Trustee Tousana, seconded by Trustee West, to adjourn the regular meeting for the purpose of meeting in Executive Session to discuss personnel. Roll call: Ayes – 5, Nays - 0. The motion passed. The regular meeting adjourned at 7:15 p.m.

At 8:03 p.m. Supervisor Tracy called the regular meeting to order with all township attendees present. He reported that at the request of the trustees the executive session would reconvene in the near future for a special meeting to continue discussion of personnel.

6. **Assessor's Report:** Assessor Kavanaugh reported that the tax appeal process has ended with 38 appeals filed. She commented that the number of appeals is the lowest number received in recent years. Information has been posted on the website outlining the appeals and appraisal process and how home valuation is determined. All phone calls received are logged.
7. **Road Commissioner's Report:** Road Commissioner Long reported that work has slowed down and crews are trimming trees, replacing signs, and preparing equipment for leaf collection. Trustee Sharp noted that the sign on Shagbark needs replacement.
8. **Public Participation:** None
9. **Old Business:** None
10. **New Business:** None
11. **Trustee Reports:** None
12. **Supervisor's Report:** Supervisor Tracy reminded the trustees of the date for the annual Kane County Township dinner to be held on Wednesday, October 26, at the Lincoln Inn. He also announced that the Township of Illinois Annual Conference will take place in Springfield on November 13, 14 and 15.

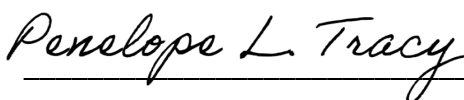
He also announced that the Kane County Townships would meet Wednesday, September 28, at the St. Charles Township office. The meeting starts at 6:00 p.m. The guest speaker is Mark Armstrong, Kane County Supervisor of Assessments.

Tracy called for a continued Executive Session meeting of the Batavia Township Board to be held on Tuesday, September 20, 2022, at 7:00 p.m. The meeting is closed to the public.

The next regular meeting of the Batavia Township Board is scheduled for October 11, 2022, at 7:00 p.m.

12. **Adjournment:** As there was no further business to discuss, Trustee West moved to adjourn the meeting, seconded by Trustee Sharp. The motion was passed with a voice vote and the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

  
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Penelope L. Tracy, Batavia Township Clerk