

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

**Tuesday – April 11, 2023**

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:00 p.m. by Supervisor Leigh Tracy. Trustee John West 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, Highway Commissioner Chris Long, Assessor Tammy Kavanaugh and Township Attorney Van Larson. Howard Katz also attended the meeting which was recorded by BATV videographer Audrey Karpf.
3. **Approval of Minutes:** Trustee Donat moved to approve the minutes of the March 14, 2023, Batavia Township Board meeting. Trustee West seconded the motion. Roll call: Ayes – 5, Nays – 0. The minutes were approved. Trustee Tousana moved to approve the minutes for the March 14, 2023, Budget Hearing. The motion was seconded by Trustee Donat. Roll call: Ayes – 5, Nays – 0. These minutes were also approved.
4. **Approval of Bills to be paid in April:** Supervisor Tracy stated that March was the last month of the 2022-2023 fiscal year. He reviewed the bank statements and end-of-year budget report. He also reported that Kane County approved the tax levy as proposed for the Batavia Township Road District, but the levy for the township was reduced as the tax increase proposed exceeded the mandated cap.

The trustees reviewed the current bills to be paid. Trustee Donat moved to approve payment of the April General Fund bills in the amount of \$63,408.73. Trustee West seconded the motion. The motion passed with a 5/0 vote. Trustee West moved to approve payment of the April Road Fund bills in the amount of \$35,519.53. Trustee Tousana seconded the motion. The motion passed with a 5/0 vote.

5. **Supervisor's Report:** Supervisor Tracy reminded the trustees that the deadline to file the annual Statement of Economic Interest with the county is April 26. He also mentioned that the annual Lobby Day in Springfield is scheduled for April 26. On July 27, there is a Township Officials of Illinois event to be held in Rockford.

6. **Assessor's Report:** Assessor Kavanaugh reported that her staff is working on 50 property divisions. Properties are divided to create new subdivisions. Her office is also receiving phone calls from property owners regarding increases in sales values resulting in an increase in valuations.
7. **Road Commissioner's Report:** Road Commissioner Long noted that a mild winter has created an issue with salt storage. He has been contacted by other municipalities asking if the township has room to store salt. He will be adjusting next year's salt purchase. His crew will begin collecting brush next week. Trustee Tousana asked for an update on the repair of one of the trucks. Long said he anticipates an additional \$9,000 for repairs.
8. **Public Participation:** Supervisor Tracy recognized one visitor, Howard Katz, who attended the meeting. Katz is a former township trustee and clerk.
9. **Old Business:** None
10. **New Business:** Supervisor Tracy reviewed the Illinois Local Government Efficiency Act passed in 2022 requiring townships to convene a committee for the purpose of studying and reporting on the operation and efficiency of township government. Tracy requested a motion to appoint two Batavia residents to serve on the committee: Howard Katz and Bill Kettering. The motion was made by Donat, seconded by Tousana, and passed with a 5/0 vote. Tracy is proposing that the committee meetings coincide with the regular township board meetings with the first meeting occurring in May.

The law also requires a separate committee to study and report on the operation and efficiency of township road districts. Road Commissioner Long stated that he has asked Assessor Tammy Kavanaugh to serve on his committee.

The law requires that a written report be filed with the Kane County Board prior to the end of 2024. Tracy reported that he has recruited an intern from Aurora University's public policy program to write the report.

Tracy distributed a report recapping the funding amounts provided to social service agencies last year and proposing amounts to be distributed this year. He asked the trustees to review the report.

Tracy asked for a motion to adjourn the regular meeting for the purpose of convening the Batavia Township Annual Meeting scheduled to begin at 7:30 p.m. Trustee West made the motion, seconded by Sharp, and passed by a voice vote. The meeting was adjourned at 7:28 p.m.

At 7:45 p.m. Tracy reconvened the regular meeting. Since the only item of business remaining on the agenda was an Executive Session to discuss ongoing legal matters, Tracy asked for a motion to adjourn the regular meeting and to meet in Executive Session. The

motion was made by Trustee Tousana, seconded by West, and passed by a voice vote.  
The meeting was adjourned at 7:46 p.m.

The next meeting of the Batavia Township Board will be held on May 16 at 7:00 p.m.

Respectfully submitted,

*Penelope L. Tracy* \_\_\_\_\_

Penelope L. Tracy, Batavia Township Clerk

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