

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

**Tuesday – June 13, 2023**

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:01 p.m. by Supervisor Leigh Tracy. Trustee Walt Donat 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. Also attending were appointed members of the Batavia Township Decennial Committees who will be introduced before the committee meets later tonight during the township board meeting. Audrey Karpf, BATV videographer, was present to record the meeting.
3. **Approval of Minutes:** Trustee Tousana moved to approve the minutes of the May 16, 2023, Batavia Township Board meeting. Trustee Donat seconded the motion which was approved 5/0.
4. **Approval of Bills to be paid in June:** Supervisor Tracy reviewed the bank statements and budget reports. The trustees reviewed the current bills to be paid. Trustee Donat moved to approve payment of the June General Fund bills in the amount of \$59,133.71. Trustee West seconded the motion. The motion passed with a 5/0 vote. Trustee West moved to approve payment of the June Road Fund bills in the amount of \$15,569.72. Trustee Donat seconded the motion. The motion was approved 5/0.
5. **Township Committee on Governmental Efficiency**
6. **Road District Committee on Governmental Efficiency**

Supervisor Tracy stated that the committees would meet jointly for their first meeting and called the meeting to order at 7:10 p.m. The members serving on the committees include the supervisor and four trustees plus township residents Howard Katz and Bill Kettering (Township Committee) and Tammy Kavanaugh and Ron Link (Road District Committee). Three of the resident committee members were present. Howard Katz did not attend due to illness. Tracy explained that the committees would meet a minimum of three times to study the efficiency of township government. He distributed an article from the Township Perspective magazine defining the purpose of the study committees and a sample outline

of the written report to be created following the committees' evaluation. An intern from Aurora University, Ray Mendez, was also present. Mendez will be assisting the committee members to compile data for the report.

Ron Link asked if Batavia Township had received complaints regarding township operations. Tracy explained that historically there have been bills introduced at the state level to abolish or change township government, and the current law signed on June 10, 2022, establishing the study committees addresses the issue. Attorney Larson asked if there is an opportunity for the public to offer input. Tracy stated that a notice will be posted on the township website.

Tracy proposed that the committees meet next on September 12 to brainstorm and discuss recommendations to be prepared by the Supervisor Tracy and Commissioner Long. The Decennial Committee meetings adjourned at 7:21 p.m.

7. **Supervisor's Report:** Supervisor Tracy's report covered the following topics:
  - The first property tax payment was received from Kane County. \$25,000 was transferred into the general assistance checking account since tax payments are only deposited to the general fund and road fund accounts.
  - The bill to revise the method the State of Illinois uses to pay the annual bonus to township assessors was passed and is awaiting the governor's signature.
  - Tracy attended the recent Ride In Kane meeting. The transportation service for seniors and disabled citizens is now administered by the Kane County Department of Transportation.
  - A Township Officials of Illinois educational event will be held in Rockford on July 27. Tracy and Trustee West plan to attend.
  - The annual TOI Convention will be held November 12 – 14 in Springfield.
  
8. **Assessor's Report:** Assessor Kavanaugh reported that she has completed the 2023 assessment review and filed her report with the Kane County Supervisor of Assessments on June 12. The County will publish the new tax assessments and property owners will receive notice if the assessments have changed. She also reviewed the equalization factor formula that helps balance the tax burden and discussed the effect of sales on property tax valuations.
  
9. **Road Commissioner's Report:** Road Commissioner Long reported that the major road project has been completed. His crew is now trimming trees and replacing culverts. When doing road projects, he recruits help from the Blackberry Township road crew to assist with flagging and traffic control.
  
10. **Public Participation:** None

11. **Old Business:** At last month's meeting the trustees approved a motion to distribute \$77,000 to seven social service agencies as budgeted. Supervisor Tracy requested a motion to distribute the remainder of the budgeted amount to the following agencies:

- Lazarus House - \$8,000
- Mutual Ground - \$5,000
- Sr. Services Associates - \$10,000
- Suicide Prevention Services - \$5,000
- Tri-City Health Partnership - \$5,000
- Valley Sheltered Workshop - \$5,000

Trustee West moved to approve funding for the agencies listed above totaling \$38,000. Trustee Tousana seconded the motion. Roll call: Ayes – 5, Nays – 0. The motion passed. The amount budgeted for social service agencies for the 2023-2024 fiscal year totaling \$115,000 has now been fully distributed.

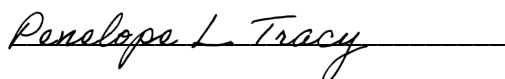
12. **New Business – Intergovernmental Agreements:** Supervisor Tracy reported that he had been discussing the Decennial Committee mandate with three other Kane County Townships and outlined his plan to recruit an Aurora University intern to assist with the preparation of the required report. The supervisors of Aurora Township, St. Charles Township and Sugar Grove Township asked if their committees could share the services of the intern. Tracy drafted an intergovernmental agreement outlining the terms for shared services of an intern. Attorney Larson commented that he had not reviewed the agreement prior to the meeting. A motion was made by Trustee Donat, seconded by Trustee Sharp, to table further discussion and approval of the agreement until the July board meeting. The motion was approved 5/0.

Tracy presented a second intergovernmental agreement related to requesting attendance and participation of a General Assistance Case Manager from another township when interviewing applicants for Batavia Township General Assistance. The motion to enter into such an agreement between Batavia Township and Dundee Township was made by Trustee West, seconded by Donat, and approved 5/0.

13. **Adjournment:** Trustee West moved to adjourn the meeting. The motion was seconded by Trustee Tousana and passed by voice vote. The meeting was adjourned at 7:56 p.m.

The next meeting of the Batavia Township Board will be held on June 13 at 7:00 p.m.

Respectfully submitted,



Penelope L. Tracy, Batavia Township Clerk

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