

**Minutes of the Regular Meeting of the
Batavia Township Board
131 Flinn St., Suite B
Batavia, IL 60510
Tuesday – July 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 Troy Tousana 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. Audrey Karpf, BATV videographer, was present to record the meeting.
3. **Approval of Minutes:** Trustee Tousana moved to approve the minutes of the June 13, 2023, Batavia Township Board meeting. Trustee Sharp seconded the motion which was approved 5/0.
4. **Supervisor's Report:** Supervisor Tracy summarized the June bills and reported that two general assistance cases received payments in June and an emergency assistance payment was also made in June for a utility bill. The township's catastrophic insurance premium was also paid. In addition, all budgeted payments to social service agencies have been mailed. The first 2022 property tax payment was received from Kane County, with additional payments to be received in July and August. One-third of the Mental Health Tax Levy has been sent to the INC Mental Health Alliance.
5. **Approval of Bills to be paid in June:** The trustees then reviewed the current bills to be paid. Trustee Donat moved to approve payment of the July General Fund bills in the amount of \$205,302.34. Trustee West seconded the motion. The motion passed with a 5/0 vote. Trustee Sharp moved to approve payment of the July Road Fund bills in the amount of \$17,613.69. Trustee West seconded the motion. The motion was approved 5/0.
6. **Assessor's Report:** Assessor Kavanaugh reported that Kane County will soon process and publish the 2023 property tax assessments. She reported several staff changes. Riley Kavanaugh is now working part time in the Batavia office. She accepted a new position with Blackberry Township. A new employee has been hired full-time to help with permits and fieldwork. The trustees briefly discussed the assessor's office workload and staffing changes.
7. **Road Commissioner's Report:** Road Commissioner Long reported that he is scheduling work around employee vacations.

8. **Public Participation:** None

9. **Old Business: Intergovernmental Agreements - Intern:** At the last meeting, the trustees discussed an intergovernmental agreement with three other Kane County Townships (Aurora Township, St. Charles Township and Sugar Grove Township) to share the services of an intern who would assist the townships with the preparation of the Decennial Committees' reports. At that meeting a motion was made and passed to table further discussion and approval of the agreement until the July board meeting to allow the township attorney to review the agreement. A motion was made by Trustee Donat, seconded by Trustee Tousana, to remove approval of the agreement from the table. The motion was passed by a voice vote. A motion was then made by Trustee Donat, seconded by Trustee West, to approve the intergovernmental agreement as amended with Aurora, St. Charles, and Sugar Grove Townships for the shared services of an intern. The motion passed with a 5/0 vote.

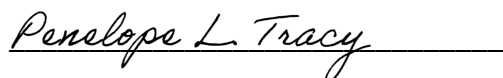
Trustee Sharp asked for clarification on the Decennial Committees' organization and format. Tracy responded by noting that the only guideline available has been an outline of a sample report prepared by Township Officials of Illinois. He also reported that he and Trustee West plan to attend a TOI educational session in Rockford where the Decennial Committee legislation will be discussed.

Tracy also reported that he has made reservations for the trustees to attend the November TOI Convention in Springfield.

10. **New Business: Appointment to Batavia 708 Board:** Supervisor Tracy explained that Kim Tarver's term on the 708 Board has expired. She is willing to serve again. Trustee West moved to appoint Kim Tarver to a 4-year term on the Batavia 708 Board. Trustee Sharp seconded the motion. The motion passed with a 5/0 vote.

Adjournment: A motion was made by Trustee Sharp, seconded by Trustee West, and passed by voice vote, to adjourn. The meeting ended at 7:32 p.m. The next meeting of the Batavia Township Board will be held on August 8 at 7:00 p.m.

Respectfully submitted,



Penelope L. Tracy, Batavia Township Clerk
