

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

Tuesday – October 10, 2023

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 and John West, Road Commissioner Chris Long and Assessor Tammy Kavanaugh. Also attending was township resident Jennifer Zorn. The meeting was recorded by BATV intern Brandy Nickel.
3. **Approval of Minutes:** Trustee Donat moved to approve the minutes of the September 12, 2023, Batavia Township Board meeting. Trustee West seconded the motion which was approved 4/0.
4. **Supervisor's Report:** Supervisor Tracy reviewed the ending bank balances for the following accounts:
 - General Fund – \$470,477 – the final property tax payments will be received by the end of October and the Mental Health Tax Levy has been paid in full to the Inc Mental Health Alliance (708 Board) in the amount of \$147,639.
 - General Assistance Fund - \$14,526 – there are currently six general assistance cases totaling payments of approximately \$3,000 per month. The township is no longer providing emergency assistance.
 - Road Fund - \$632,659 – the final property tax payments will be received by the end of the month.
 - Tracy then reviewed the budget reports through September 2023 which represents the sixth month of the fiscal year. Target expenditures should represent 50% of the budget. Actual expenditure percentages are: General Fund – 42.6%, General Assistance – 47.5%, Assessor Fund – 53.6%, Permanent Road Fund – 59.9% and General Road Fund – 81.8%.
 - Batavia Township has established a Kane County Caseworkers Network that will be led by Sara Moses, Batavia Township's caseworker.
 - On October 11, Batavia Township will host a social services luncheon for the agencies supported by the township.
 - On October 25, Batavia township trustees and staff will attend a dinner at the Lincoln Inn sponsored by the Township Officials of Kane County.

- The annual Township Officials of Illinois Educational Conference is to be held in Springfield on November 12, 13, and 14. Confirmation of room reservations should be received soon for the trustees and staff who are registered to attend.
- A new attorney selected by TORMA (the township's liability insurance carrier) will assist in preparing the response to the Illinois Department on Human Rights filed by a former township employee.
- The township has received an appeal to the denial of general assistance filed by a township resident.
- Plans are in process to replace the township phone system following a one-week period when there was no phone service.
- A first-installment payment was made to the Aurora University intern who is assisting with the Decennial Committee Reports
- Supervisor Tracy and Road Commissioner Long met with representatives from the Batavia Rotary Club to discuss planting a pollinator garden on the township property known as Commissioners Park.
- Lastly, Tracy reported that the current township office lease will expire at the end of May. Tracy plans to meet with the landlord to discuss the township's need for additional office space.

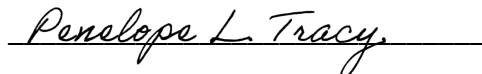
5. **Approval of Bills to be paid in October:** The trustees then reviewed the current bills to be paid. Trustee Tousana moved to approve payment of the October General Fund bills in the amount of \$59,153.99. Trustee Donat seconded the motion. The motion passed with a 4/0 vote. Trustee West moved to approve payment of the October Road Fund bills in the amount of \$16,180.31. Trustee Donat seconded the motion. The motion was approved 4/0.
6. **Assessor's Report:** Assessor Kavanaugh reported that the deadline for filing a tax appeal ended September 11. Her staff handled many calls regarding the increased property assessments. There are 90 tax appeals filed, and the first tax appeal hearing is scheduled for October 23.
7. **Road Commissioner's Report:** Commissioner Long reported that the last brush pick-up will be the week of October 16. Leaf collection starts the following week, October 23.
8. **Trustee Reports:** None
9. **Public Participation:** None.
10. **Old Business – Appointment of Township Trustee:** Supervisor Tracy introduced Jennifer Zorn, a North Aurora resident who lives at 309 Ridge Road in Batavia Township. Zorn has

previously attended two Batavia Township Annual Meetings and has agreed to fill the township trustee vacancy left by former trustee Tom Sharp. Tracy moved to appoint Jennifer Zorn to the office of Batavia Township Trustee. West seconded the motion. Vote: Ayes – 4, Nays – 0. The motion was approved. Clerk Tracy then administered the Oath of Office to Zorn.

11. **New Business – Road District Ordinance:** Road Commissioner Long discussed the need to update a previous ordinance passed in 2005 relating to weight limit restrictions on township roads. He presented Ordinance No. 2023-1A which limits traffic that weighs more than 20,000 pounds on Deerpath Road, Nelson Lake Road and Wenmoth Road. The new ordinance replaces Ordinance No. 2005-1A. Supervisor Tracy moved to approve Ordinance No. 2023-1A and Trustee Tousana seconded the motion. The motion was approved with a 5/0 vote.
12. **Adjournment:** A motion to adjourn was made by Trustee Donat, seconded by Trustee Zorn, and passed by voice vote. The meeting was adjourned at 7:30 p.m.

The next meeting of the Batavia Township Board will be held November 14 at 7:00 p.m.

Respectfully submitted,



Penelope L. Tracy, Township Clerk