

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

Tuesday – January 14, 2025

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, John West, and Jennifer Zorn, Township Road Commissioner Chris Long, and Township Attorney Van Larson. Also attending the meeting was township resident Michelle Hilliard. Videographer Audrey Karpf recorded the meeting for BATV.
3. **Approval of Minutes:** Trustee Donat moved to approve the Batavia Township Board Minutes for December 10, 2024. Trustee Zorn seconded the motion. Roll call for approval of the minutes: Ayes – 5, Nays – 0. The minutes were approved.
4. **Supervisor's Report:** Supervisor Tracy reviewed the bank balances and the budget reports showing balances by fund for the ninth month of the fiscal year, He noted that both the General Fund and the General Assistance Funds have less than the estimated goal of 25% of their budgets remaining. Tracy also reported that the Township Audit for the fiscal year 2022-2023 will begin soon, and the case before the Illinois Human Rights Commission is still pending. Tracy previewed the following items of business to be handled in the upcoming months:
 - a. March 11, 2025 – Public Hearing on Township Budget followed by meeting to adopt budget for fiscal year 2025-2026
 - b. April 1, 2025 – Consolidated Election for local offices
 - c. April 8, 2025 – Annual Town Meeting
 - d. May 13, 2025 – Township Meeting with current elected officers (new elected officials will be sworn into office except for the new assessor)
 - e. May 19, 2025 – Term of office begins for township supervisor, clerk and trustees
 - f. January 1, 2026 – Term of office begins for township assessor
5. **Approval of Bills to be paid in January:** Trustee West moved to approve payment of the January Road District bills in the amount of \$44,385.08. Trustee Tousana seconded the motion. The motion to approve these bills was passed with a 5/0 vote. Trustee Zorn moved to approve payment of the January General Fund and Assessor's Fund bills

in the amount of \$82,118.66. Trustee Donat seconded the motion. The motion to approve these bills was passed with a 5/0 vote.

6. **Assessor's Report:** No report.
7. **Road Commissioner's Report:** Commissioner Long reported that the weather feels more like winter. His crew has been spreading salt and plowing as needed. If the weather warms in the next few weeks, his crew can trim some trees.
8. **Trustee Reports:** None.
9. **Public Participation:** None.
10. **Old Business:** None.
11. **New Business – Begin discussion of 2025-2026 Budget:** Prior to the meeting, Supervisor Tracy distributed a document to the trustees outlining the budget issues facing the township in the next fiscal year. The document included budget worksheets for each fund with anticipated annual expenditures for known categories. He also recapped the increased payroll cost based on the wage ordinance passed by the trustees on November 19, 2024, for all officials elected in the April 1, 2025, Consolidated Election. Tracy outlined the major budget issues, excluding payroll and benefits:
 - Funding for the 2022-2023 and 2023-2024 financial audits at an estimated cost of \$20,000 for each audit
 - Funding for continued legal expense for the Illinois Human Rights Case - \$5,000
 - Funding for General Assistance and restoring Emergency Assistance - \$24,000

To absorb some of the budget issues, Tracy made the following suggestions:

- Eliminate support for community social service agencies - \$40,000
- Reduce Assessor's Office and General Fund Training and Travel Expenses
- End or limit participation in the Ride in Kane transportation program

Tracy welcomed comments from board members. Chris Long noted that, in the past, the Road District paid for half of the audit cost so an adjustment will be made to this year's budget reports to correct the accounting allocations. Future budget reports will show both the General Fund and the Road District Fund sharing the audit cost. Both Trustees Zorn and Tousana stated they were not in favor of eliminating all support for community social service agencies. Trustee Zorn noted that annual Assessor Training is a mandated requirement and cannot be eliminated from the budget. Zorn also suggested that any budget carryover from this fiscal year to the next might be allocated

as prepayment for audit services. Tracy stated that the budget discussion would continue at the February board meeting.

12. Adjournment: Since there was no further business before the township board, Trustee West moved to adjourn. Trustee Zorn seconded the motion which was passed by voice vote. The meeting was adjourned at 7:53 p.m.

The next meeting of the Batavia Township Board is February 11, 2025, at 7:00 p.m.

Respectfully submitted,

Penelope L. Tracy

Penelope L. Tracy, Township Clerk