

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

Tuesday – April 8, 2025

- 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, John West and Jennifer Zorn, Township Road Commissioner Chris Long and Township Attorney Van Larson. Township resident Michelle Hilliard also attended the meeting. Assessor Tammy Kavanaugh was absent. Videographer Audrey Karpf recorded the meeting for BATV.
- 3. Sikich Presentation by Brian LeFevre:** Supervisor Tracy introduced Brian LeFevre who was present at the meeting to review the township's audit for the fiscal year 2022-2023 that was completed by the accounting firm Sikich. LeFevre summarized the accounting standards covering the audit review and discussed the financial statements itemizing revenue and expenses. LeFevre noted that this audit was easier than the first audit the firm completed, and Road Commissioner Long commented that the fee for this audit was also less. Supervisor Tracy noted that there is one more audit year to complete before the township is current on filing annual audits. The plan is to begin the 2023-2024 audit by the fall of 2025. The trustees thanked LeFevre for his audit report.
- 4. Approval of Minutes:** Supervisor Tracy stated that there were two sets of March minutes to approve. Trustee West moved to approve the Batavia Township Budget Hearing Minutes for March 11, 2025. Trustee Tousana seconded the motion. Roll call for approval of the minutes: Ayes – 4, Abstain – 1, Nays – 0. The minutes were approved. Trustee Tousana then moved to approve the Batavia Township Regular Meeting Minutes for March 11, 2025. Trustee West seconded the motion. Roll call for approval of the minutes: Ayes – 4, Abstain – 1, Nays – 0. The minutes were approved. Trustee Donat abstained from voting for approval of the minutes as he was not present at either the hearing or the meeting.
- 5. Supervisor's Report:** Supervisor Tracy reviewed the bank balances and the budget reports showing balances by fund for the last month of the fiscal year 2024-2025. He reported that the Town Fund had a carryover balance of \$35,000; the Permanent Road

Fund carryover was \$503,300 and the Permanent Road Fund carryover was \$120,387. He also reported that Kane County reviewed the township's 2025 tax levy request and is granting the Road District levy as submitted in the amount of \$631,430. However, the levy requests for the Town Fund (\$925,000), the Mental Health Fund (483,000), and the General Assistance Fund (16,000) were not approved in the amounts requested, resulting in a shortfall of \$13,364. Tracy said he would be meeting with John West and Tammy Kavanaugh to adjust the budgets due to the decrease in tax revenue. He also suggested that an amended budget may be required. The next township meeting, May 13, will be the last one with current elected officials. Newly elected officials will be sworn in at the meeting. Lastly Tracy recapped the township upcoming calendar:

- May 15, 2025 – Meeting with social service agencies
- May 19, 2025 – Term of office begins for Supervisor, Clerk and Trustees
- May 24, 2025 – Dedication and Reception – Jim Anderson Memorial Tree
- June 10, 2025 – Regular Board Meeting with new township officers
- June 17, 2025 – TOI Elected Official Training in Naperville

6. Approval of Bills to be paid in April: Trustee Zorn moved to approve payment of the April General Fund and Assessor's Fund bills in the amount of \$77,395.20. Trustee West seconded the motion. Roll call for approval of April bills: Ayes – 5, Nays – 0. The motion was approved. Trustee Zorn moved to approve payment of the April Road District bills in the amount of \$155,822.59. Trustee Tousana seconded the motion. Road Commissioner Long noted that the check written to Bonnell Industries in the amount of \$129,900 for the new truck should be charged against the Permanent Road Fund and not the General Fund. The motion to approve these bills was passed with a 5/0 vote.

Tracy asked for a motion to temporarily adjourn the regular meeting to convene the annual township meeting. Following the annual meeting, the regular meeting will continue. Trustee Donat moved to adjourn the regular meeting. Trustee Tousana seconded the motion. The motion was passed by voice vote. The meeting adjourned at 7:30 p.m.

At 7:46 p.m., the regular township meeting was called to order by Supervisor Tracy.

7. Assessor's Report: No Report

8. Road Commissioner's Report: Commissioner Long reported that he had used the new stump grinder and invited Trustee John West to see how the grinder performed. West commented that he was impressed by the demonstration. Long's crew is also

preparing for the road work to be started soon on Nelson Lake Road by Geneva Construction.

9. Trustee Reports: Trustee West congratulated all the newly elected township officials. Supervisor Tracy noted that voter turnout was much higher than in previous consolidated election years.

10. Public Participation: Michelle Hilliard attended the meeting. She was elected as a township trustee and will begin her term with the June meeting.

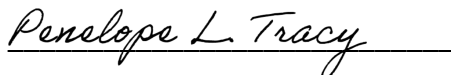
11. Old Business – Reconsider Resolution No. 3112025 (Township Consolidation):
Supervisor Tracy explained that the resolution passed at the last board meeting has been revised by the Township Officials of Illinois because the resolution referenced the incorrect legislative session. Tracy moved to amend Resolution No. 3112025 by replacing reference to the 113th Illinois General Assembly with the correct session, the 104th Illinois General Assembly. Trustee Donat seconded the motion. The motion to amend Resolution No. 3112025 was passed by voice vote.

12. New Business: None

13. Adjournment: Trustee West moved to adjourn the regular meeting of the township board. Trustee Donat seconded the motion which was passed by voice vote. The meeting adjourned at 7:51 p.m.

The next meeting of the Batavia Township Board is May 13, 2025, beginning at 7:00 p.m.

Respectfully submitted,



Penelope L. Tracy, Township Clerk