

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

Tuesday – June 10, 2025

- 1. Call to Order:** The June Batavia Township Board meeting was called to order at 7:00 p.m. by Supervisor John West who led the Pledge of Allegiance.
- 2. Roll Call:** The Clerk called the roll. Attending the meeting were Supervisor John West, Clerk Leigh Tracy, Trustees Walt Donat, Michelle Hilliard and Jennifer Zorn. Also attending the meeting were Assessor Tammy Kavanaugh and Township Attorney Van Larson. Trustee Troy Tousana and Road Commissioner Chris Long were not in attendance. Videographer Andrew VanMeter recorded the meeting for BATV.
- 3. Approval of Minutes:** Supervisor West requested a motion to approve last month's minutes. Trustee Donat moved to approve the Batavia Township Regular Meeting Minutes for May 13, 2025. Trustee Zorn seconded the motion. Roll call for approval of the minutes: Ayes – 4, Nays – 0. The minutes were approved.
- 4. Supervisor's Report:** Supervisor West reviewed the bank balances and budget reports showing balances by fund for the second month of the fiscal year 2025-2026. He stated that the first installment of property tax revenue was received on May 21. He noted that there was nothing new to report regarding legal fees, but the accounting fees for the next audit will be \$25,400. Lastly West recapped two items in the township calendar:
 - May 16, 2025 – The meeting with social service agencies was well attended. The amended budget for 2025-2026 will include an amount of \$30,00 for agencies to be identified later.
 - June 17, 2025 – TOI Elected Official Training in Naperville. Trustee Hilliard and Clerk Tracy plan to attend.
- 5. Approval of Bills to be paid in June:** Trustee Donat moved to approve payment of the June General Fund and Assessor's Fund bills in the amount of \$73,619.48. Trustee Zorn seconded the motion. Roll call for approval of June bills: Ayes – 4, Nays – 0. The motion was approved. Trustee Zorn moved to approve payment of the June Road District bills in the amount of \$36,329.00. Trustee Hilliard seconded the motion. The motion to approve these bills was passed with a 4/0 vote.

6. **Assessor's Report:** Assessor Kavanaugh reported that assessments for the 2025 tax year have been reported to Kane County. These assessments will be published according to a schedule determined by the County. Individual property owners will receive notification if their assessment has been changed by the Batavia Township Assessor. Assessor Kavanaugh further stressed that her office always welcomes inquiries from township residents. She encouraged residents to subscribe to the Assessor's Newsletter and to call her office with assessment questions.
7. **Road Commissioner's Report:** Supervisor West delivered the report. The road crew has been working to clear significant storm damage on Woodland Avenue on the west side of the river and to a lesser extent on Shagbark Drive on the east. The Batavia crew was assisted by a crew from Blackberry Township. Since he lives on Woodland Avenue, West was able to comment on the situation from personal experience and relayed the many positive comments of his neighbors.
8. **Trustee Reports:** Trustee Donat also commented on the positive response of the township road crew on Woodland Avenue.
9. **Public Participation:** None
10. **New Business:**

Intergovernmental Agreement: This is an agreement between the Road District and the Township in support of the proposed Amended Budget. The agreement would provide for an exchange of funds from the Road District to the Township in the amount of \$42,000 during the current fiscal year. A motion to approve the agreement was made by Trustee Donat with a second by Trustee Zorn. The motion passed with a 4/0 vote.

Administrator of Township and Road District accounts at the St. Charles Bank: The motion to install John West as the primary administrator of these accounts was made by Trustee Hillard with a second by Zorn. The motion passed unanimously.

Appointment of members to the Batavia 708 Board: A motion to reappoint Nancy Murphy and Hellen Krol and appoint Trustee Zorn to serve as the representative to replace John West was made by Trustee Donat. Trustee Hilliard seconded the motion which also passed unanimously.

11. Old Business:

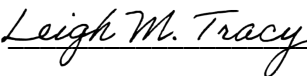
Office Lease with Batavia Enterprises: Supervisor West was authorized at the May meeting to negotiate the terms of a new lease. Negotiation with Batavia Enterprises failed to produce a favorable result. With the assistance of other Township staff Supervisor West was able to negotiate a more favorable lease for office space at a new location. The Township office will move on June 17 to 201 Houston Street, Suite 300 in Batavia.

Amended Budget and Appropriation Ordinance B2025-2026: A Public Hearing on this proposed Amended Ordinance will be held on July 8, 23025 at 6:45 p.m. A vote on the adoption of the Ordinance will be on the Agenda for action during the Regular Monthly meeting of the Batavia Township Board to be convened following the Public Hearing.

12. **Adjournment:** Trustee Donat moved to adjourn the regular June meeting of the township board. Trustee Hilliard seconded the motion which passed by voice vote. The meeting adjourned at 7:40 p.m.

The next meeting of the Batavia Township Board is July 8, 2025, with the Hearing on the Amended Budget beginning at 6:45 p.m. and the Regular Monthly Meeting to follow.

Respectfully submitted,

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Leigh M. Tracy, Township Clerk