

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

Tuesday – August 12, 2025

- 1. Call to Order:** Meeting at the Congregational Church of Batavia, the August 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, Trustees Walt Donat, Michelle Hilliard, Troy Tousana and Jennifer Zorn. Also attending the meeting were Assessor Tammy Kavanaugh, Road Commissioner Chris Long, Attorney Van Larson and Clerk Leigh Tracy. Videographer Audrey Karpf recorded the meeting for BATV.
- 3. Approval of Minutes:** Supervisor West requested a motion to approve the corrected minutes for the July meeting. Trustee Donat moved to approve the Batavia Township Regular Meeting Minutes for June 10, 2025. Trustee Zorn seconded the motion. Roll call for approval of the minutes: Ayes – 5, Nays – 0. The minutes were approved. Supervisor West requested a motion to approve the minutes of the Budget Hearing. The motion was made by Trustee Zorn with a second by Hilliard. Roll call for approval of the minutes: Ayes – 5, 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 fourth month of the fiscal year 2025-2026. He stated that property tax revenue was received in July. The amended budget passed in July was filed with the Kane County Clerk. The budget reports are now consistent with the amended budget. Payments to be approved at this meeting will include disbursements to the 708 Mental Health Board and local Social Service Agencies. (See the attached list of 2025-2026 Social Service Agencies Funding) Supervisor West also commented on the move of township offices to Houston Street, reservations for the November TOI Conference and the location of future monthly township meetings.
- 5. Approval of Bills to be paid in August:** Trustee Zorn moved to approve payment of the August Assessor's Office and Supervisor's Office bills in the amount of \$259,205.78. Trustee Tousana seconded the motion. Roll call for approval of June bills: Ayes – 5, Nays – 0. The motion was approved. Trustee Tousana moved to approve payment of the August Road District bills in the amount of \$60,712.65. Trustee Hilliard seconded the motion. The motion to approve these bills was passed with a 5/0 vote.

- 6. Assessor's Report:** Assessor Kavanaugh reported that the deadline to file an assessment appeal was August 4. There are currently 37 appeals which is a low number historically.

- 7. Road Commissioner's Report:** Commissioner Long reported that things are relatively quiet. The summer pavement projects have been completed. The Road crew is doing some drainage projects and cooperating with Blackberry Township on other projects. They are currently evaluating projects to be complete next year.

- 8. Trustee Reports:** Trustee Zorn reported that in preparation for serving on the Batavia Township 708 Board she had a very productive meeting with staff members of the INC Mental Health Alliance.

- 9. Public Participation:** None

- 10. Old Business:** Supervisor West reported that reservations have been made for the November Township Officials of Illinois conference in November.

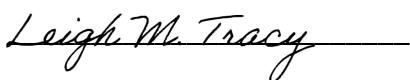
- 11. New Business:** Upon a motion by Zorn with a second by Donat the 2025-2026 Social Service Agencies Funding as proposed by Supervisor West was approved unanimously upon a voice vote.

- 12. Executive Session:** Trustee Donat moved to adjourn to an Executive Session. Trustee Zorn seconded the motion which passed by voice vote.

- 13. Adjournment:** Following the Executive Session Trustee Donat moved to adjourn the regular August meeting of the township board. Trustee Zorn 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 September 9, 2025.

Respectfully submitted,



Leigh M. Tracy, Township Clerk