

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

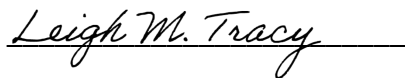
Tuesday – September 9, 2025

- 1. Call to Order:** Meeting at the Congregational Church of Batavia, the September 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 Attorney Van Larson and Clerk Leigh Tracy. Videographer Audrey Karpf recorded the meeting for BATV.
- 3. Approval of Minutes:** Trustee Donat moved to approve the Batavia Township Regular Meeting Minutes for August 12, 2025. 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 West reviewed the bank balances and budget reports showing balances by fund, ending August 31, 2025, the fourth month of fiscal year 2025-2026. He stated that additional property tax revenue was received in August and September. Payments to be approved at this meeting will include a second disbursement to the 708 Mental Health Board. Supervisor West also commented on the move of township offices to Houston Street. Installment of Metronet service is yet to be completed. He also discussed the possible location of future monthly township meetings. Supervisor West reported that he had begun preparing the Levy and Appropriation Ordinance for fiscal year 2026-2027.
- 5. Approval of Bills to be paid in September:** Trustee Tousana moved to approve payment of the September Assessor's Office and Supervisor's Office bills in the amount of \$225,932.59. Included in the motion was payment from the General Assistance Fund to the General Fund in the amount of \$3,000. Trustee Hilliard seconded the motion. Roll call for approval of these amounts: Ayes – 5, Nays – 0. The motion was approved. Trustee Zorn moved to approve payment of the September Road District bills in the amount of \$26,001.96. Trustee Tousana seconded the motion. The motion to approve these bills was passed with a 5/0 vote.

6. **Assessor's Report:** Since Assessor Kavanaugh was not in attendance, there was no report.
7. **Road Commissioner's Report:** Since Commissioner Long was not in attendance, there was no report.
8. **Trustee Reports:** There were no reports.
9. **Public Participation:** None
10. **Old Business:** Supervisor West reported that reservations have been made for the November Township Officials of Illinois conference.
11. **New Business:**
 - Township Officials of Kane County Annual Dinner, Wednesday, October 22. Each Batavia Township elected official will be invited.
 - Appointment of a Deputy Clerk. Trustee Michelle Hilliard agreed to serve as the Deputy Township Clerk
11. **Adjournment:** Trustee Zorn moved to adjourn the regular September meeting of the township board. Trustee Donat seconded the motion which passed by voice vote. The meeting adjourned at 7:30 p.m.

The next meeting of the Batavia Township Board is October 14, 2025.

Respectfully submitted,



Leigh M. Tracy, Township Clerk