

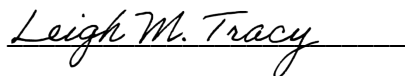
**Minutes of the Regular Meeting of the  
Batavia Township Board  
Batavia, IL 60510**

**Tuesday – November 18, 2025**

- 1. Call to Order:** The November Batavia Township Board meeting took place in the Township Office at 201 Houston Street. The 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, Clerk Leigh Tracy and attorney Van Larson.. Due to conflicting schedules, BATV was unable to record the meeting.
- 3. Approval of Minutes:** Trustee Donat moved to approve the Batavia Township Regular Meeting Minutes for October 14, 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 October 31, 2025, the sixth month of fiscal year 2025-2026. The final disbursement of property tax revenue was received on October 22nd. Supervisor West commented on the move of township offices to Houston Street. Metronet will be installed soon.
- 5. Approval of Bills to be paid in October:** Trustee Tousana moved to approve payment of the November Assessor’s Office and Supervisor’s Office bills in the amount of \$61,191.68. 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 November Road District bills in the amount of \$18,947.11. Trustee Hilliard seconded the motion. The motion was approved with a 5/0 vote.

6. **Assessor's Report:** Assessor Kavanaugh reported that she and her staff are continuing to analyze data related to approximately 100 neighborhoods within the township.
7. **Road Commissioner's Report:** Commissioner Long discussed the ongoing collection of leaves in the context of changing weather conditions. His road crew is preparing for snow plowing.
8. **Trustee Reports: None**
9. **Public Participation: None**
10. **Old Business:** Supervisor West and Trustee Tousana reported on various aspects of the November Township Officials of Illinois Conference. West is working on the FY 23/24 Audit with Sikich. Members of the Sikich team will be in the office next week. He expects to be completed with this audit before the end of the current year.
11. **New Business:** West reported that the Levy and Appropriation Ordinances for fiscal year 2026-2027 will be approved so that they can be filed with the County Clerk in December. Trustee Donat moved to appoint Justine Rivad to the Batavia Township 708 Board, succeeding TJ Vaughan. Trustee Tousana seconded the motion. The motion passed unanimously by voice vote.
12. **Executive Session:** Trustee Donat made a motion to adjourn to executive session. Trustee Tousana provided the second. The motion passed unanimously by voice vote.
13. **Adjournment:** After returning to the regular meeting, the motion to adjourn was made by Trustee Zorn with a second by Trustee Tousana. The motion passed unanimously by voice vote. The meeting was adjourned at 7:45pm.

Respectfully submitted,



Leigh M. Tracy, Township Clerk