

Batavia Township

131 Flinn Dr, Batavia, IL 60510
630-879-1392

Minutes of the May 12, 2009 regular meeting of the Board of Trustees of Batavia Township.

Howard Katz led the Pledge of Allegiance.

Supervisor Anderson called the meeting to order at 7:30 p.m.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Howard Katz, Don Murphy, Dawn Williams; Assessor Tammy Kavanaugh; Clerk Vicki Mitchell.

Absent: Road Commissioner Christopher Long

Others Present: Van Larson, township attorney; Bob Chalberg, township accountant; Layla Beth, township office manager; Residents: Leigh Tracy, Brian Singer, Sue Fricano, John West, Karen West, Mary Ann Gilkerson.

Minutes: Trustee Katz moved to approve the minutes of the April 14, 2009 regular meeting, seconded by Trustee Gilkerson. Roll-call vote was taken.

Ayes: Gilkerson, Katz, Murphy, Williams, Anderson

Nays: None

Motion passed.

Accounts: Trustee Murphy moved to approve the accounts from April; Trustee Williams seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Katz, Murphy, Williams, Anderson

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh stated that tax bills went out, first installment is due June 1st, second installment September 1. Tax rate rose from 7.063989 to 7.076896. Residents can go to www.co.kane.il.us/soa to download exemption forms.

Road Commissioner's Report: Commissioner Long was absent. Trustee Gilkerson happily reported that birds have made their homes in the birdhouses that were put on the township property last year.

Old Business:

- ◆ Copy Machine: Supervisor Anderson reported that the new copy machine arrived today and thanked Al Roberts in the Assessor's office for the research that he did to choose the right machine.

New Business:

- ◆ Educational Opportunities: Supervisor Anderson told new board members to see him about training opportunities.
- ◆ Oath of Office: Newly elected officials need to perform their Oath of Office before May 18th.
- ◆ Website: coming along slowly due to problems interfacing with PAMS, the assessor's software.

Trustee Reports:

- Trustee Gilkerson reported that many people have seen our Annual meeting on BATV. He also asked Assessor Kavanaugh about Senior Exemptions deadlines and she recommends residents call the Supervisor of Assessments at 630-208-3818. Trustee Gilkerson has asked Layla Beth, office administrator, to explain General Assistance and it's criteria to the Board at an upcoming meeting.
- **Other Business:** Supervisor Anderson presented plaques in recognition of their service to the residents of Batavia Township to outgoing officials: Dawn Williams, Howard Katz, Don Murphy, and Vicki Mitchell

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Katz and unanimously approved, the Board Meeting adjourned at 7:42 p.m.

Respectfully submitted,

Vicki Mitchell, Township Clerk

Approval by the Board of Trustees: Date: _____

Batavia Township

131 Flinn Dr, Batavia, IL 60510
630-879-1392

Minutes of the June 9, 2009 regular meeting of the Board of Trustees of Batavia Township.

Brian Singer led the Pledge of Allegiance.

Supervisor Anderson called the meeting to order at 7:30 p.m.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Road Commissioner Christopher Long; Clerk Susan Fricano.

Absent: Assessor Tammy Kavanaugh

Others Present: Van Larson, township attorney; Layla Beth, township office manager; Ethan Hastert candidate for election; Residents: Howard Katz, Sue Krol, Ellen Nottke, Gail Schneideu

Minutes: Trustee Gilkerson moved to approve the minutes of the May 12, 2009 regular meeting, seconded by Trustee West. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Accounts: Trustee West moved to approve the accounts from May; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Assessor's report: Assessor absent. Supervisor Anderson reported that things have slowed down in the assessors office. They are not receiving as many phone calls.

Road Commissioner's Report: Commissioner Long reported that things are business as usual. Bids are being taken for the Nelson Lake Road resurfacing. It is approximately 7,000 feet of road or a little over a mile to be resurfaced. Bids are supervised by the county. They are having some ditch and drainage problems and they are being looked into presently.

Old Business:

Supervisor Anderson offered to sign up newly elected township officials for training and send all the necessary paperwork in for them to attend. Trustee Gilkerson reported that he feels the training is very informative. It provides newly elected officials a good understanding of their duties, roles and responsibilities to the township. Trustee Gilkerson feels that the board has expanded its horizons since he started on the board. Supervisor Anderson added that he goes to 2 to 3 training sessions a year and he always feels as though he comes away with something new and a broader knowledge of his role. Trustee West added he would look to Trustee Gilkerson as a mentor.

New Business:

Prevailing Wage Ordinance: Supervisor Anderson explained the prevailing wage ordinance which basically states that if Highway Commissioner Christopher Long hires a crew to do work for the township, they must be paid according to the union scale. Trustee Gilkerson added that the wages may look high, but there are other things factored into that wage rate like pension. Layla township office manager made a copy of the list of trades and their rates for the Trustees. Upon a motion made by Trustee Tracy to pass the prevailing wage ordinance, seconded by Trustee Gilkerson. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Mental Health Board appointments: Supervisor Anderson stated that Sue Krol and Howard Katz term on the Mental Health Board was up but both were interested in being re-appointed to the board. Upon a motion made by Trustee Singer to re-appoint both individuals, seconded by Trustee West. Roll call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Mental Health Report: Trustee Gilkerson spoke about the Mental Health Board. Trustee Gilkerson is the president of the local board and the representative for Batavia at the 708 INC board. He stated the INC board is an umbrella group that consists of 5 townships (Batavia, Aurora, Sugar Grove, **Virgil** and Big Rock) They have come together to form a board. They currently have a \$2 to \$3 million budget the bulk of which is paid by Aurora. Supervisor Anderson reported Batavia contributes 300,000 to that budget through residents property taxes. Trustee Gilkerson acknowledged some agencies that benefit from the money are the Suicide Prevention Service in Batavia and Connolly Counselling Services. Trustee Gilkerson explained that agencies come to the 708 INC board make appeals and state their case as to why they should get the funding. Trustee Gilkerson stated over the past 4 to 5 years those seeking

Mental Health Services has increased and he acknowledged again Stephanie Weber with the Suicide Prevention Service. He state the agency lent them the money to move to Batavia and they repaid it in full. He also acknowledged Mr. Connolly and the Connolly Counselling Service with there exceptional work in bereavement and children. Lastly, Trustee Gilkerson addressed an election question about how much money was spent for the senior program in Batavia. Trustee Gilkerson stated he is looking into this very issue and having services broken down by age in order to see exactly who are benefiting from what services and where the money is being distributed. He explained many services will probably overlap with other agencies offering services in the area, this will be a benefit especially if there are cuts in funding. Supervisor Anderson stated as more funds become available the township would like to increase funds available to seniors, but he emphasized the township would need to be cautious now because of possible cuts in funding.

Expense Sheets: Supervisor Anderson handed out the required expense sheet to all elected officials. The expense sheets are required to be filled out by everyone for reimbursement of township related expenses.

Trustee Reports:

Trustee West inquired about the new website and if it would be up soon. Supervisor Anderson stated that the company doing the website needed to address that question.

Trustee West reported that BATV has a board but no representative from the township sits on that board. Supervisor Anderson inquired if they were interested in having someone from the township sit on the board. Trustee West stated he had spoken to them and they were interested. If no one else was interested, Trustee West stated he would step up to represent the township on the BATV board.

Other Business:

Ethan Hastert introduced himself and announced he would be running for a seat in congress. He stated he was a long time resident of the Fox Valley. He is 31 years old and a practicing attorney. He stated he is presently forming a committee to run against Foster in 2010.

Five to six months ago he became aware and unhappy with things coming out of D.C. He inquired around and realized not many people were interested in running. He began reaching out to individuals in his district and realized they shared many of the same concerns and ideas. Resident Howard Katz inquired as to his exposure and qualifications to run. Ethan Hastert refered to his father, Denny Hastert who was the former speaker and held a seat in congress representing the district for 20 years. Hastert has been close to the issues his entire life and feels he can help where others cannot. He left his contact information with Supervisor Anderson to be distributed to anyone interested.

Trustee Singer stated he felt honored to serve as an elected official in the township. He thanked Vicki Mitchell for encouraging him to run. Ellen Nottke and the Batavia Republicans for the Batavia Township for their support through the election. He thanked past board members for their hard work and dedication. He thanked Resident Howard Katz for his offer of assistance. Finally, he thanked the voters and stated he would do his best to improve the quality of life for individuals in the township.

Trustee West stated he also wanted to extend a thank you to his wife and children, citizens who signed his petition and put signs in their yards, Mr. Marconi for his words of advice and encouragement, and Mr Frydenall for putting up a sign

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 8:20p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approval by the Board of Trustees: Date: _____

Batavia Township

131 Flinn Dr., Ste. B, Batavia, IL 60510
630-879-1392

Minutes of the **July 14, 2009** regular meeting of the Board of Trustees of Batavia Township.

Batavia Township

Supervisor Anderson called the meeting to order at 7:30 p.m.

Supervisor Anderson stated that the Township Clerk, Susan Fricano, is absent and that he would like to entertain a motion to approve Layla Beth as clerk. Trustee Gilkerson moved to approve Layla Beth as clerk, Trustee Tracy seconded the motion. Roll call was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion: Passed

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Road Commissioner Christopher Long; Deputy Clerk Layla Beth.

Absent: Clerk Susan Fricano

Others Present: Robert Chalberg, township accountant; Residents: Howard Katz, Ellen Nottke, and Gail Schneider.

Minutes: Trustee Singer moved to approve the minutes of the June 9, 2009 regular meeting, seconded by Trustee West. Roll-call vote was taken. Trustee Gilkerson added that the minutes from the last meeting were very nicely done.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Accounts: Trustee Gilkerson moved to approve the accounts from June; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh stated that her office submitted their roles to Kane County on July 9, 2009 and added that if there are any questions to please call her office. Assessor Kavanaugh also stated that the current market conditions are not reflected in the 2009 assessment, her office has to use the previous three years of sales to determine assessment values. Homes that have dropped in value can't be used this year due to the three year average, however, appraisal values as of January 1st of current year can be applied toward next year's values. Assessor Kavanaugh also stated that new construction has dropped from 12 million last year to 4.8 million this year.

Road Commissioner's Report: Commissioner Long reported that they are well into their summer work. Bids for Nelson Lake resurfacing will be opened next Friday. Commissioner Long added that the entire span of Nelson Lake Road will be resurfaced as well as a section of Banbury Road. Trustee Gilkerson spoke about the property at the intersection of Deerpath Road and Nelson Lake Road that is owned by Batavia Township. Trustee Gilkerson stated that he had visited the property and is concerned about the equipment that is being exposed to the weather as well as the risk of theft or damage. Trustee Gilkerson suggested that the Road Commissioner look in to placing a building on the property for storage. Commissioner Long agreed with

Trustee Gilkerson regarding the equipment issues but added that it is difficult to transport equipment back and forth with a small crew. Commissioner Long stated that he is not interested in placing a storage shed on the property and he also added that the Township has an agreement with the residents to not build a building on the property.

Old Business:

- Supervisor Anderson reminded the board of the newly elected township officials training seminar and confirmed registration for Trustees Singer, Tracy and West.

New Business:

- **IMRF Phase in Rate:** Supervisor Anderson reported that IMRF (Illinois Municipal Retirement Fund) has suffered a loss of about 6 billion dollars. Batavia Township is currently paying a rate of 9.10 %. IMRF has suggested an increase of 10 percent which would raise the township rate to 10.01 %. Supervisor Anderson will be meeting with Township Accountant Bob Chalberg to discuss options regarding the new rate. The new rate must be decided by August 31st, 2009 therefore, the new rate must be decided at the August board meeting. Supervisor Anderson encouraged others to be involved if they so wished. Supervisor Anderson also clarified what IMRF is, stating that it is a retirement plan for employees that work 600 hours or more throughout the year including part time employees, and that once enrolled there is no option to opt out. Trustee Gilkerson also noted that the current issue of Township Perspective has a detailed article regarding IMRF.
- **Clarke Mosquito Control Report:** Supervisor Anderson reported that he has received a report from Clarke Mosquito Control and that the report is a little difficult to understand. The report included information stating that the mosquito trap counts were very high at the end of June, but they are lower now. Supervisor Anderson asked if anybody has noticed the actual spraying, resident Ellen Nottke stated that she has never seen a mosquito truck in her area of Nelson Lake Road and Deerpath, and that some residents have banded together to hire somebody to come out and spray near their homes. Supervisor Anderson explained that Nelson Lake contributes to high mosquito breeding and since Nelson Lake is a State Preserve nothing can be done to treat it. Trustee Tracy questioned whether this is money well spent. Supervisor Anderson stated that he was against the mosquito control because he believes it is not tangible to treat and that the cost is very high Trustee Gilkerson agreed as well. Trustee Tracy suggested taking a look into continuing the program for next year. Trustee West stated that he knows that the City of Batavia has had two sprayings this year and that Clarke Mosquito has crews that hand drop larvicide into catch basins and that areas can be spot treated as well.
- **Trustees Manual:** Supervisor Anderson checked to make sure that all of the trustees have received their new manuals, all trustees confirmed that yes in fact they had received them.

Trustee Reports:

- Trustee Gilkerson reported that he was in Springfield last week to meet with Governor Quinn at the Capital Building regarding retirement issues and agencies that are asking for the economic stall to be addressed. Trustee Gilkerson added that the Governor was at a meeting and did not meet with those whom he promised to meet with. Trustee Gilkerson also stated that Republican, Democrat, Independents and other are in agreement that things need to change and that many agencies are struggling including local agencies in the Fox Valley area as well.
- Trustee Tracy questioned the activity regarding approving the accounts prior to the announced meeting time. Trustee Tracy is concerned that since the meeting is not announced as a specific meeting time that it may be a violation of the open meeting act. Supervisor Anderson stated that he would check with the Township Attorney Larson regarding the issue and would report back to the board with regard to this issue at the next board meeting. Trustee Singer states that the Trustee Manual stated that anytime two or more officials are conducting business that it is considered a meeting. Trustee Tracy stated that he noticed there is a section regarding the Open Meeting Act during the Newly Elected Officials Seminar and that he would raise the question while he is there. Trustee West suggested that if in fact the

Township is on violation of the Open Meeting Act that the Township could simply publish an earlier start time for the meeting and the Board could discuss the records aloud in front of the camera. Trustee Tracy did not believe that the discussion needed to be done in front of the camera; he thinks that the time of discussion should be announced. Supervisor Anderson reminded the Board that their primary responsibility is to check the bills against the budget to insure that there is enough money to pay the bills. Trustee Tracy stated that he will report his findings.

Other Business:

- Township resident Ellen Nottke spoke about a property agreement from the County of Kane with Batavia Township. The property is located at the intersection of Nelson Lake Road and Deerpath Road, the property was left over from land that the County had purchased for the reconfiguration of the Deerpath Road and Nelson Lake Road intersection. Ms. Nottke inquired about the agreement between Batavia Township and the Township Road Commissioner. Ms. Nottke stated that she is unhappy with activity that is occurring on the property and would like clarification as to what the plans are with the property. Trustee Gilkerson stated that there were a few issues last year regarding hills, and valley and pits, and that a group of residents had asked for the property to be leveled, which to his understanding was done. Ms. Nottke stated that there are piles of other waste sitting on the property and would like to know what is going to be done with them. Resident Gail Schneider also addressed piles of dirt fill that had recently been dumped on the property and would like to know what is going to be done with them. Road Commissioner Long stated that tile Township received the fill for free and that it is going to be used for shoulder improvements along the Township roads. Trustees Tracy and Singer asked for further clarification of the property. Supervisor Anderson stated that the property was given to the Township with the condition that the property can not be sold or transferred and that the property is to be used for recreational purposes. Residents Nottke and Schneider both stated that agreement between the Township and County states that the property shall be open space, and their wishes are to have the property left alone. Trustee Gilkerson reiterated that the agreement stated recreational use, not open space and there is a difference between the two definitions. Ms. Schneider stated her concern of a possible lawsuit if somebody was injured on the property because of the trees and berms that have been placed and planted on the property. Supervisor Anderson stated that potential injuries occur everywhere. Commissioner Long stated that no extra materials were brought into the site, materials that were useable were moved from the property and the remaining materials were used to create landscape berms that are lower and do not pose a risk as higher piles may have. Supervisor Anderson asked what it is that the Township can do to satisfy MS.Nottke and MS.Schneider both residents again stated that they want the property left alone. They are fine with the trees that have been planted but they do not want to see construction equipment and landscaping equipment moved in and out of the property. Road Commissioner Long stated that his plans are to make the property park like so it looks better. Supervisor Anderson stated that he is not sure what more can be done to satisfy Ms. Nottke and MS.Schneider and that he didn't believe any further conversation was going to progress the issue any further.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Supervisor Anderson and unanimously approved, the Board Meeting adjourned at 8: 15p.m.

Approval by the Board of Trustees: Date:

Batavia Township

131 Flinn Dr, Batavia, IL 60510
630-879-1392

Minutes of the August 11, 2009 regular meeting of the Board of Trustees of Batavia Township.

Ron Gilkerson led the Pledge of Allegiance.

Supervisor Anderson called the meeting to order at 7:30 p.m.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Clerk Susan Fricano.

Absent: Assessor Tammy Kavanaugh; Road Commissioner Christopher Long

Others Present: Van Larson, Township Attorney; Bob Chalberg, Township Accountant; Layla Beth, Township Office Manager; Residents: Howard Katz

Auditing Bills & Accounts and Fund Transfers: Supervisor Anderson stated under the Assessor's Fund there would be a transfer of \$1,100.00 from Miscellaneous to Postage.

Minutes: Trustee Gilkerson moved to approve the minutes of the July 14, 2009 regular meeting, seconded by Trustee Singer. Trustee Gilkerson made a point of thanking Layla Beth, Township Office Manager for taking minutes at the meeting in Clerk Fricano's absence. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Accounts: Trustee Singer moved to approve the accounts from July 2009; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Assessor's report: Assessor absent due to illness. Supervisor Anderson reported that the County mailed notices regarding assessments yesterday and that they will be published on the 13th in the Republican or Chronicle. Trustee West noted that only those who will see a change in their tax bills will receive the notices.

Road Commissioner's Report: Commissioner Long was absent because he is attending a ceremony for his son's retirement from the Navy. Resident Katz wanted to know if Commissioner Long is still doing brush pick up and Supervisor Anderson confirmed pick up in the township is on Monday and Tuesday.

Old Business:

Supervisor Anderson spoke about the IMRF phase in rates. He stated the rate would go from 9.1% to 10.01% for everyone on IMRF. He said that they could do 11% but are taking a conservative approach because of the uncertainty in the economy. Trustee West stated the City of Batavia raised theirs to 16%. Bob Chalberg, Township Accountant stated it is under funded because of the market. We have to fund to get to a certain point. Upon a motion made by Trustee West to approve the increased rate, second by Trustee Gilkerson. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

New Business:

- A. Open Meetings Act Compliant & B. Meeting Times – Supervisor Anderson report that we are now in compliance with the Open Meetings Act. Trustee West made a motion to have meeting time moved to 7pm. Supervisor Anderson seconded that motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

There was discussion by the Trustees about the complaint, the motion and their compliance. Trustee Tracy stated that the board did not take meeting early to approve bills as part of the meeting because there was no discussion. Trustee Gilkerson thought it was a mistake to say the board was not in compliance it needs to be viewed from a historical perspective. It was

never done intentionally and has been done like this for years with no complaints. Van Larson, Township Attorney posed some questions about how to reply to the complaint:

Is a notice sent out once a year with dates and times? Will it read all future monthly meetings beginning September 2009 to begin at 7pm? Will it be amended to finish off with rest of fiscal year?.....

Supervisor Anderson stated the township provides the media with a schedule for the calendar year. Resident Katz stated as clerk he had a list of at least 10 media contacts to send information which he would gladly provide. Trustee Singer felt it would be okay for the board to admit fault and that it shows the public the government can be wrong. Trustee Tracy made a motion for how Van Larson, Township Attorney should respond. All attendees and board members at the meeting received a copy of this document. Trustee West second the motion, but wanted to make sure it was legal. He was also upset that the States Attorney's office did not even have the new Trustees down on the complaint. In regard to the complaint, Van Larson, Township Attorney stated he would work on a statement, forward it to Jim who would pass it on to the Trustees for approval. He stated you should never admit fault, there was no malicious or intentional acts and he stated unfortunately history does not make it right but that no action ever took place until the full meeting. Bob Chalberg, Township Accountant and Trustee Tracy both commented that bills could still be approve as they were before, but only 2 people could be present at a time. Or 2 could be in one room and 2 could be in another and then they would not be violating the Open Meetings Act. Trustee West felt it will be okay to approve/disapprove and question at the meeting because it show the public the board is doing their job. Trustee Tracy withdrew his motion for how Van Larson, Township Attorney should respond, Trustee West second the withdrawal. Trustee Tracy motion Van Larson, Township Attorney to draft a letter for approval by the board, Trustee West second the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

- C. 2012 Illinois Capital Budget: Supervisor Anderson reported Kay Hatcher sent a letter stating there is \$25,000 included in the budget for 2010. But there is no guarantee the township will get all this money.
- D. Laws & Duties Handbook: Supervisor Anderson asked if everyone would like the laws and duties Handbook. All answered yes so Supervisor Anderson will order 10 books.
- E. NATat Conference: Trustee Gilkerson and his wife will be traveling in Washington D.C. when National Meeting of Township Officials will be taking place and so expressed an interest in attending to Supervisor Anderson. The cost is \$200 and Trustee Gilkerson will take care of the freight. Supervisor Anderson thought it would be very valuable for Trustee Gilkerson to attend the conference this way he can let the board know if it would be useful to send a representative each year. Also, it will be interesting to if it will affect anything in Illinois. Trustee Gilkerson agreed and thought if would be interesting to see if it is consistent with how Illinois does things.
- F. TOIPAC: Supervisor Anderson stated the he personally contributes \$100/year and anyone is welcome to make their own contributions.

Trustee Reports:

Trustee Gilkerson gave a Mental Health report. He state the Gateway Foundation had a break out meeting and that the program run by Hope House, a program for women who have been abused or had addictive problems was dropped leaving 11 women out on their own. Hope for Tomorrow, a program in Batavia, took 7 of these women and another agency took the rest. Trustee Gilkerson went on to explain Hope for Tomorrow is headquarter in the old bed & breakfast on Batavia Ave. and they deal with individuals who have been hospitalized with drug, sexual, alcohol and other addictions. They have a half way house which acts as a transitional place where they can recover and see their families. They have also purchased another house dealing specifically with women. Trustee Gilkerson stated that on September 12th 2009 at the Gaslite Manor, Hope for Tomorrow is holding a fundraiser if anyone is interested in attending. Trustee Gilkerson feels this agency does a lot of good for the community. Lastly, Trustee Gilkerson reported there is an opening on the INK board and if anyone is interested they should get in touch with Jerry Murphy. Layla Beth, Township Office Manager stated that she had a client who spoke very highly of the above organization and had been personally helped by their programs. She also felt their website was very informative.

Trustee West inquired about the sealing of cracks in the township roads and wondered if this was an ongoing project. Supervisor Anderson stated he was not sure of the day to day items and directed him to talk to Commissioner Long.

Trustee Singer inquired about the new website and if there will be a paid full time staff person to mange the website. Supervisor Anderson state that when they have met with the company that designed the website they will learn how to manage it and it will all be done internally by the township with no additional staff being hired. Trustee Singer thought the training session he went to for newly elected officials was very helpful and should be mandatory. He had some comments on our township. First, he was glad we allowed a time for people to speak because as he found out it is not mandatory. Trustee West agreed he liked that the public could speak but that they should have to state their names and where they are from. He feels there needs to be accountability. Secondly, Trustee Singer wanted to know if Trustees ever had business cards made? He felt that handing his card out as he spoke to people in the community might make them more aware. Supervisor Anderson said he could order business cards if Trustee Singer wanted them.

Finally, Trustee Singer felt he would like to meet with the township employees either all together or separately in an attempt to find out what exactly they do and better understand their job. Possibly shadow them for a short time period.

Other Business:

Supervisor Anderson acknowledged a letter from the Tri City Health Partnership thanking the township for a donation and acknowledging Layla Beth for her care and compassion and for doing a great job in referring Batavians who are in need of their services. Layla Beth, Township Office Manager acknowledged them as a great resource.

Van Larson, Township Attorney read his response to the complaint. All seem to be in agreement of his statement. He will finalize and email to Jim to pass on to Trustees for approval. Any questions or problems can be forwarded to Van Larson's email vlarsonpc@netzero.com

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee West and unanimously approved, the Board Meeting adjourned at 8:40p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approval by the Board of Trustees: Date: _____

Batavia Township

131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the September 9, 2009 regular meeting of the Board of Trustees of Batavia Township.

John West led the Pledge of Allegiance.

Supervisor Anderson called the meeting to order at 7:00 p.m.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Road Commissioner Christopher Long; Assessor Tammy Kavanaugh; Clerk Sue Fricano.

Others Present: Van Larson, Township Attorney; Bob Chalberg, Township Accountant; Layla Beth, Township Office Manager; Residents: Howard Katz.

Supervisor Anderson noted that the checking of bills and checks had not been added to the agenda. Item was added and will remain as a standard item on the agenda.

Checking of Bills and Checks:

Minutes: There were two corrections to the minutes from the August 11, 2009 meeting. First, Assessor Kavanaugh wanted to correct a comment made by Trustee West that only those who will see a change in their tax bills will receive the notices mailed out on the 13th of August. Assessor Kavanaugh did not want property owners to get confused, notices were sent out to property owners because the assessment value in the township office changed. Secondly, Supervisor Anderson wanted to correct under TOIPAC that the township does not contribute \$100/year, he personally contributes \$100/year. After corrections were stated Trustee Gilkerson moved to approve the minutes of the August 11, 2009 regular meeting, seconded by Trustee West. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Accounts: Trustee Tracy moved to approve the accounts from August; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh stated that the notices that were sent out on the 13th again were for assessment changes from their office. The last day to file an appeal is September 14th and this can be done on the county website

www.kanecountyassessments.org. Assessor Kavanaugh did encourage people to call the township office first to discuss their assessments before filing an appeal. They can contact the Batavia Assessor's office at 630-879-1323 and they are always happy to address any questions and/or concerns.

Road Commissioner's Report: Commissioner Long reported that things are winding down, the last brush pick up will be in mid October when the leaf pick up will begin. They will begin the preliminary phase of resurfacing at Nelson Lake and Deerpath September 9, 2009 and otherwise things are running smoothly.

Old Business:

- ◆ **Website:** Supervisor Anderson reported the new Website is up and running and that they are now working on getting all the information on the website. He stated that the road district has already begun that task.
- ◆ **Nelson Lake and Deerpath:** Supervisor Anderson reported that the township has had many calls complimenting the road commissioner and his department on what they did at Nelson Lake and Deerpath.
- ◆ **Open Meetings Act:** Supervisor Anderson reported that a letter was received regarding the open meetings act complaint, the county felt the complaint had been addressed and the problem corrected so there would be no further action taken.

New Business:

- ◆ **Census Proclamation:** Supervisor Anderson reported he was feeling pressure to push the census but he felt the township really does not benefit from the census. First, the township does not see a lot of visitors and second the townships funds come from property taxes and the census is based on people count. The census benefits places like the city more than the township. However, Supervisor Anderson did say he would support the census.
- ◆ **Legislative Survey:** Supervisor Anderson reported if anyone wanted to submit something or make a suggestion to the legislature he could get them the form to fill out and send it in for them.
- ◆ **TOI Annual Conference:** Supervisor Anderson reminded everyone of annual conference and recommended that everyone attend if possible. He stated the October perspective magazine would have more information on the conference and the different

break out sessions to be offered. He also stated he thought the Sunday event was a great opportunity and if anyone had any questions they could give him a call at the township office 630-879-1392.

Trustee Reports:

- ◆ Trustee Gilkerson reported that he attended the Kane County Township Officials Meeting with John and Jim last Wednesday. They listened to the explanation of the role of the state attorney in criminal and . He thought they did a good job in explaining their roles as elected officials. He stated there were questions on the Freedom of Information Act and the changes to the act. The suggestion was to have people fill out a form for public record. Supervisor Anderson stated that the township has never filled out a form or any type of formal request because the township never refuses to give out information. Trustee Gilkerson concluded that it was a very informative meeting and worth while attending.
- ◆ Trustee West also felt it was an informative meeting and gave him a good understanding of the topics discussed. He felt the Batavia Township was informed and up to date on everything.
- ◆ Trustee Gilkerson had another comment about the TOI conference. He stated that he hoped everyone would make an effort to attend. The conference covers every aspect of what township government is all about. He stated you will see how other townships so things and you will see a lot of disparity between the townships.
- ◆ Trustee Singer reported that he went out to see the property at Nelson Lake and Deerpath that had received complaints. He felt the property look acceptable and was not an eye sore. He did state that if it was not maintained it could become a problem, but presently looks very presentable. Commissioner Long stated that the property has always and will continue to be kept up. Lastly, Trustee Singer stated he still intends on meeting with the township officials individually to get a better understanding of their positions. He hopes to begin doing this within the next couple of weeks. Township Attorney Van Larson cautioned Trustee Singer to make sure that there are no more than two trustees meeting with the township officials or with each other at once or he would be in violation of the open meetings act. Trustee Singer assured him it would just be himself meeting with the township officials for his own interest.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: Date: _____

Batavia Township

131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the October 13, 2009 regular meeting of the Board of Trustees of Batavia Township.

Ron Gilkerson led the Pledge of Allegiance.

Call to Order:

Supervisor Anderson called the meeting to order at 7:00 p.m.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Road Commissioner Christopher Long; Assessor Tammy Kavanaugh; Clerk Sue Fricano.

Absent: Layla Beth, Township Office Manager.

Others Present: Van Larson, Township Attorney; Bob Chalberg, Township Accountant; Residents: Howard Katz; Judge Wojtecki.

Checking of Bills and Checks: Trustee Tracy went over what exactly the trustees do when they are checking bills and checks. Basically, they are making sure everything balances out and that funds are not being spent that were not budgeted.

Minutes: Trustee Gilkerson moved to approve the minutes of the September 9, 2009 regular meeting, seconded by Trustee Tracy. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Accounts: Trustee Tracy moved to approve the accounts from September; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh reported that 124 appeals were filed and she is busy getting evidence ready for the appeal process. She explained that the appeals are 15 minute sessions where the tax payer can present their evidence, the township presents their evidence and the county makes a decision. Supervisor Anderson asked Assessor Kavanaugh to enlighten everyone on the appeal process. She explained that the last day to file an appeal is September 14th. Prior to that date they encourage tax payers to come into the township office and discuss their situation before filing an appeal. Many times it is simply an error because something was added or taken away (i.e. swimming pool) and the township was not made aware of this information. In this situation the township can issue a certificate of error which can be issued through October 1st but it cannot go back past one year. Once the appeal has been filed the tax payer must provide three comparables to their property to support the appeal. They simply need to fill out a form with the comparables address and assessment or they can simply print the property records. Assessor Kavanaugh gathers evidence to support the decision made by the Township. Trustee Gilkerson wanted to know how many appeals there were last year compared to this year? Assessor Kavanaugh stated there were 120 appeals last year and that it is fairly consistent from one year to another. Trustee Gilkerson also wanted to clarify that the comparable houses for the appeal process need to be a similar house in terms of size, style and overall appearance.

Road Commissioner's Report: Commissioner Long reported that things are winding down, the last brush pick up will be October 14th and the leaf pick up will begin the week of the 18th of October. He also reported that Nelson Lake Road has been completed. It is repaved, shouldered and striped. He noted the speed limit is 40mph and that the sheriff has been out trying to enforce the speed limit. Commissioner Long cautioned that it is a very straight road with a lot of hills and can be very dangerous. He encouraged people to drive safely.

Old Business:

- ◆ **Annual Educational Conference – Springfield.** Just a reminder about the conference and the timelines for registration and hotels.

New Business:

- ◆ **November Meeting Date Change from 10th to 17th** – because of the November conference in Springfield many Township Officials will not be back in time for the meeting and so Trustee Singer moved to have the meeting date changed from the 10th to 17th for the month of November 2009 only. Trustee Gilkerson seconded the motion. Van Larson, Township Attorney noted that this information needed to be published.

- ◆ **Township Officials of Kane County Annual Meeting Wed. October 28th at Mill Race Inn, Geneva** – Supervisor Anderson reminded everyone of meeting and stated if they could let him know by Thursday October 15th he would submit form. Supervisor Anderson stated spouses were welcome to attend.
- ◆ **Door Prizes** – Supervisor Anderson stated this has already been done and there was no further discussion.

Trustee Reports:

- ◆ Trustee Gilkerson reported that he attended the Ink Board Meeting the Gateway Foundation reported at the meeting. They provide alcohol and drug rehabilitation for individuals 18 years of age and older. Trustee Gilkerson thought it was a very interesting presentation. He also stated that the 708 board meets Thursday nights and there is an opening on the Ink Board. If anyone is interested they can contact Supervisor Anderson at 630-879-1392 and he can give them more information. The Ink board in Aurora is the umbrella board for all the 708 boards. It meets six times a year and decides how much funding each township gets through 708 assessments. Judge Wojtecki stated that the Gateway Foundation is very helpful in alcohol and drug rehabilitation. He was a Judge for many years in drug court and stated their job is very noble and helps solve many drug problems in our communities. They help everyone, people you would not think need help, the rich and the poor families. It is not what people expect and is not limited to the poor neighborhoods. Trustee Gilkerson commented that the director read some success stories at the meeting. The stories explained how they adjust back into society and how they give back to the community.
- ◆ Trustee West reported that a citizen called about a street light that was out at a bus stop at Main St. and Roberts. Trustee West submitted a form to have the light fixed and it has not been done to date. Trustee West last called 9/23 and will continue to follow up on this situation until the light is repaired. Trustee West also spoke about grant station, a publication about available grants and funding. He was reading about some possible school grants that looked very promising. He was going to drop off one of the publications to Ron Link at the Batavia School District.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: Date: _____

Batavia Township

131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the November 17, 2009 regular meeting of the Board of Trustees of Batavia Township.

Call to Order:

Supervisor Anderson called the meeting to order at 7:00 p.m.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Road Commissioner Christopher Long; Assessor Tammy Kavanaugh; Clerk Sue Fricano.

Absent: Layla Beth, Township Office Manager; Bob Chalberg, Township Accountant

Others Present: Van Larson, Township Attorney; Resident: Howard Katz

Checking of Bills and Checks:

Minutes: Trustee Singer moved to approve the minutes of the October 13, 2009 regular meeting, seconded by Trustee Gilkerson. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Accounts: Trustee West moved to approve the accounts from October; Trustee Singer seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Assessor's report: Assessor Kavanaugh reported that she is finishing up the final days of hearings and everything is going well. Assessor Kavanaugh commented that she liked the Kane County Appeal Board and felt they did a very good job. Trustee Gilkerson stated that he attended a meeting on property values at the TOI Conference. He said there was a lot of concern about property values decreasing and taxes going up. He stated that at the meeting they brought people in to explain how assessments work and how they will change because of the current economic climate. Supervisor Anderson stated he attended an assessors meeting at the conference and he felt it was very informative. He wanted to remind everyone that the real estate taxes everyone pays go back into their own community through your schools, city and other such services.

Road Commissioner's Report: Commissioner Long reported that it has been a heavy year for leaf pick up but that it is finally coming to an end next week and hopefully it will get done before we see any snow.

Old Business:

- ◆ **Educational Conference Reports:** Trustee West spoke about the TOI state conference. He stated this was his first conference. He enjoyed going to the Lincoln Museum, he found the classes very informative and thought the one on internet security was very concerning, he enjoyed interacting and networking with other townships, learning about other townships and was impressed by the people and their passion toward their townships. Lastly, Trustee West spoke about our local area, he felt that many residents would suffer if it was not for the township and they would not receive the quality of services that they get now. Trustee West thanked Supervisor Anderson and Trustee Gilkerson for helping the new Trustees to the township get acclimated into their new positions.
- ◆ Trustee Gilkerson reported that he attended a meeting on a new Trustee Operation manual. It explains legal and best practices for Trustees. One of the first issues was on the auditing of bills. The legal representatives at the conference stated it was not essential to audit the checks, but okay to continue this practice. Trustee Gilkerson also attended a meeting on the "Fitness of the Mind", which he found very interesting. It uses computer games to help with the diagnosis and prevention of Alzheimer's and Dementia. He gave us an example of a experiment they did with a man walking forward to the front of the room and spelling his name. Then they asked him to walk backwards and spell his name. When he walked backwards he almost fell over a couple of times and had a hard time with the task. They use all these tasks and computer games to diagnose mental capacities and to help strengthen them. There was some discussion of General Assistance and the insurance policy that the township purchases for protection. Supervisor Anderson explained that once someone is approved for General Assistance through the township, the township becomes responsible for all their medical bills. He explained that if while on General Assistance an individual for example has a heart attack or gets in an accident, the township would be responsible for all their medical bills. If they did not have

catastrophe insurance this could literally bankrupt a township. Trustee Singer had a question about General Assistance and how individuals qualified. Howard Katz, a Batavia resident, former clerk and trustee of the township, explained the qualifications. Presently, Howard Katz is a case worker in St. Charles and Aurora townships. He explained that you must not qualify for any other form of assistance to qualify for General Assistance and the individual must be actively seeking employment. He explained General Assistance is a short term form of assistance to help people out in rough times. He also explained that some townships offer emergency one time assistance to individuals. Someone might require this if they have fallen behind on their rent and need help so they do not get evicted from their place of residence.

- ◆ Trustee Tracy commented on the TOI conference. He stated he was impressed with the townships involvement with other government agencies and how they developed a collaboration between themselves and the agencies. He perceived a high level of commitment and dedication for things being done at the township level.
- ◆ Trustee Singer stated he felt the TOI conference was so important for him because there is so much to learn and know. He also stated he enjoyed getting to know everyone in our own township on a more personal basis. Lastly, he attended a break out session on “17 ways for Trustees to avoid a call from the States Attorney’s Office”, he learned a lot in this session. Supervisor Anderson commented on the fact that there were 25 breakout sessions and it was unfortunate they only had time for 4.

New Business:

- ◆ **Tentative Tax Levies:** Supervisor Anderson explained that the levy process is very difficult to understand. He stated that the Trustees are actually responsible for approving the levy, but usually the Supervisor does it because he is at the township office all the time and understands the levy process. Supervisor Anderson did offer to have any of the Trustees, or anyone else interested, come in to the township office and talk to him about the levy process. He stated that the levy is mainly for county purposes, to tell them how much money the township needs to operate. The budget, on the other hand, is more for township purposes.
- ◆ **Expense Sheets:** Supervisor Anderson asked if the current expense sheet was working or if anyone felt there need to be changes made to the sheet. No one could find any problems and so the expense sheet will remain the same.

Trustee Reports:

- ◆ Trustee Tracy commented on taxes and the township, he pointed out that less than 2% of the tax bill goes to the township. He stated this is a relatively small amount of money considering the services provided. Trustee Tracy also commented on the Mayor’s breakfast and how he felt the atmosphere was a lot more optimistic than he had initially thought.

Other Business

- ◆ Supervisor Anderson reported on an email he received regarding Channel 7’s attempt to give creditable reference to reasons to get rid of township government. He stated that every couple of years something like this happens where someone tries to discredit the importance of township government. Supervisor Anderson stated that we have nothing to hide and the township provides a lot of needed services. Any service the township does not provide is because that service is provided elsewhere and the township does not want to duplicate any services.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee West and unanimously approved, the Board Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: Date: _____

Batavia Township

131 Flinn Dr. Suite B
Batavia, IL 60510
630-879-1392

Minutes of the December 8, 2009 regular meeting of the Board of Trustees of Batavia Township.

Trustee Singer led the Pledge of Allegiance.

Call to Order:

Supervisor Anderson called the meeting to order at 7:00 p.m.

Roll Call: Present: Supervisor James Anderson; Trustees Ron Gilkerson, Brian Singer, Leigh Tracy, John West; Road Commissioner Christopher Long; Clerk Sue Fricano.

Absent: Layla Beth, Township Office Manager; Assessor Tammy Kavanaugh; Bob Chalberg, Township Accountant.

Others Present: Van Larson, Township Attorney; Residents: Howard Katz.

Checking of Bills and Checks

Minutes: Trustee Tracy moved to approve the minutes of the November, 2009 regular meeting, seconded by Trustee West. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Accounts: Trustee Gilkerson moved to approve the accounts from November 2009; Trustee Tracy seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Assessor's report: No assessor's report.

Road Commissioner's Report: Commissioner Long reported that we have now gone from leaves to snow and the meeting night showed a good start to the snow. Trustee Gilkerson warned of snow trucks being stolen in Aurora in the last week. Keep the township trucks under close watch.

Old Business:

- ◆ Nothing to report.

New Business:

Passage of General Fund Levy: Trustee Tracy pointed out a correction to be made on the date of the General Fund Levy.

Supervisor Anderson noted the change and will make it on the official document to be filed at the County Clerks office by December 31, 2009. Trustee Tracy asked how the numbers compare to last year. Supervisor Anderson stated they are up about \$4,500 over last year due to new construction. Trustee Tracy inquired about whether residents will see a change in their tax rate. Supervisor Anderson said if the tax rate did increase, it would be by 1/10 and not noticeable. Commissioner Long stated that the levy is based on dollars, not on rates, as the dollars go up a bit, the rate stays the same.

Trustee Gilkerson moved to approve the General Fund Levy; Trustee Tracy seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Passage of Road and Bridge Levy

Trustee Singer moved to approve the Road and Bridge Levy; Trustee West seconded the motion. Roll-call vote was taken.

Ayes: Gilkerson, Singer, Tracy, West, Anderson

Nays: None

Motion passed.

Trustee Reports:

- ◆ Trustee Gilkerson reported that John Roloff, 82, passed away. He was a well-respected member of the community who served on the township board for 8 years. He was a wonderful human being with a big heart. Trustee Gilkerson stated that the INC board

met and Hesed House in Aurora reported that they were serving 2500 meals/week last year and they are presently serving 7,000 meals/week. All the agencies helping those in need are hit by bigger numbers this year and all need extra help, some other needy agencies are Batavia Food Pantry, Lazarus House in St. Charles and there are many more. Trustee Tracy reported that Batavia Access was serving 800 families this year with the toy drive and are in need of more toys. He stated they needed teen gifts that would probably be best served with gift cards. Trustee Gilkerson reported that his wood working club makes more that 900 toys for the Batavia Access Toy Drive. Trustee Singer was interested in the wood working club which meets at Bethany Lutheran Church the 1st Tuesday of the month at 7:30pm.

- ◆ Trustee Singer distributed handouts from one of the sessions he attended at the conference. He felt everyone could benefit from reading the handouts on, “17 Ways to Keep Your Township From Getting A Call From The State’s Attorney” and “Practices and Procedures”. Trustee Singer reported he contacted BATV and had the information scroll corrected on the township meeting time and date. He also commended BATV on doing a great job of getting all the meetings broadcast and out to the community to keep residents informed about their local government. Trustee Gilkerson commented on how few townships actually televise their meetings.

Other Business:

- ◆ Trustee Gilkerson presented the township with a hand made clock. Trustee Gilkerson made the clock from a tree that was in his backyard. It is cherry wood. Township attorney, Van Larson recommended having a plaque made for the clock with Trustee Gilkerson’s name and date. Trustee West offered to get that done.
- ◆ Trustee West is interested in being on the BATV board but needs the township board’s approval. Supervisor Anderson put this on the agenda for the January meeting.

Adjournment: Upon a motion made by Trustee Gilkerson, seconded by Trustee Singer and unanimously approved, the Board Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Susan Fricano, Township Clerk

Approved by the Board of Trustees: Date: _____