

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

**Tuesday – October 8, 2024**

- 1. Call to Order:** The Batavia Township Board meeting was called to order at 7:00 p.m. by Supervisor Leigh Tracy. Trustee Zorn led the Pledge of Allegiance.
- 2. Roll Call:** The Clerk called the roll. Attending the meeting were Supervisor Leigh Tracy, Clerk Penelope Tracy, Trustees Walt Donat, Troy Tousana, John West, and Jennifer Zorn, Township Road Commissioner Chris Long, Township Assessor Tammy Kavanaugh and Township Attorney Van Larson. Videographer Audrey Karpf recorded the meeting for BATV.
- 3. Approval of Minutes:** Trustee Zorn moved to approve the September 10, 2024, Batavia Township Board Minutes with the following corrections: Assessor Kavanaugh did not attend the September meeting and the last name for Michelle Hilliard was spelled incorrectly. Trustee West seconded the motion. Roll call: Ayes – 4, Nays – 0, Abstain – 1 (Trustee Donat did not attend the September meeting). The minutes were approved as corrected.
- 4. Supervisor’s Report:** Supervisor Tracy reviewed the status of the bank statements and township budgets and noted that funds from the General Fund will need to be transferred to the General Assistance Fund before the end of the fiscal year. He reviewed the following items and upcoming meetings:
  - The Illinois Department of Human Rights Hearing was held on October 1, 2024, and the case continues pending another hearing
  - October 23 – Kane County Township Dinner at Lincoln Inn Banquets
  - November 7 – Mayor Schielke’s annual breakfast meeting at The Holmstad
  - November 11-13 – TOI Annual Conference in Springfield
  - November 19 – Township board meeting with Decennial Committees
  - December 10 – Township board meeting – adopt levy for tax year 2024
  - March 11, 2025 – Township board meeting - adopt budget for fiscal year 2025-2026
- 5. Approval of Bills to be paid in October:** Trustee Tousana moved to approve payment of the October General Fund and Assessor’s Fund bills in the amount of \$223,019.43.

Trustee Zorn seconded the motion. The motion to approve these bills was passed with a 5/0 vote.

Trustee West moved to approve payment of the October Road District bills in the amount of \$139,830.52. Trustee Donat seconded the motion. Roll call: Ayes –5, Nays – 0. The motion was approved.

- 6. Assessor's Report:** Assessor Kavanaugh reported that the 2024 property assessments were published on September 5 in the Kane County Chronicle. There is a 30-day period to file an appeal which ended on October 7. The equalization factor for this year is 10.18 and will be applied to all tax parcels. Kavanaugh anticipates another high factor rate next year due to rising property values and sales.
- 7. Road Commissioner's Report:** Road Commissioner Long reported that this year's road projects are nearly complete. There is still some drainage work to be done. One more brush pick-up is scheduled for mid-October, for a total of 26 completed this summer. Leaf collection will begin after the last brush pick-up and will continue every week through the week of Thanksgiving. Long reported that Fermi Lab is no longer accepting leaves that the township collects. The new vendor is west of Rte. 47 and the price for leaf disposal is 25% higher than the amount previously paid. Long also stated that Batavia Township is the only township collecting leaves, and his crew also collects for Geneva and Blackberry townships.
- 8. Trustee Reports:** Trustee West reported that his neighbors on Woodland Avenue are satisfied with the road work and services provided by the township road district.
- 9. Public Participation:** None
- 10. Old Business:** Supervisor Tracy reported that he has been working on documenting Batavia Township Policies, but the task has taken longer than he anticipated. He will try to have the documentation in place before the end of his term of office.
- 11. New Business - Budget Transfer and Set Salaries:** Supervisor Tracy requested approval to transfer funds into the General Assistance Fund to cover a budget deficit. Trustee Tousana moved to transfer \$1,000 from the General Fund Administrative Expense to General Assistance. The motion was seconded by Trustee Donat and approved with a 5/0 vote.

Supervisor Tracy presented a proposed salary ordinance that would give the new elected Batavia Township officials salary increases of 2% per year for the next term of office effective May 2025 through April 2029. Illinois Township guidelines require that

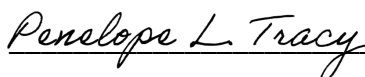
a salary ordinance be passed every four years. A motion to pass the 2% salary increase ordinance was made by West and seconded by Donat. Trustee Zorn opened the discussion by stating her opinion that a 2% increase was too low. She would prefer an increase of 3 – 4%. Trustee Donat commented that he would like an increase more in line with the consumer price index and social security and suggested a 20% increase for the first year. Supervisor Tracy reminded the trustees that the tax levy cannot increase by more than 2.59%. Commissioner Long asked where the money would come from to fund a 20% increase, and Trustee Zorn said that a 20% increase would impact the budget. Trustee West stated that he could not support any increase higher than 3%. Supervisor Tracy suggested that passage of a salary ordinance could be postponed until the November meeting if the trustees needed additional time to review the issue. Since the 2% salary increase per year motion was on the table, Tracy called for the vote. Roll Call: Ayes – 0, Nay – 4, Abstain – 1 (Tracy). The motion was defeated.

Trustee West then moved to draft a new salary ordinance awarding a 3% salary increase per year effective May 2025 through April 2029 for the supervisor, clerk, assessor and road commissioner. Trustee salaries would not increase. Trustee Donat seconded the motion. Roll Call: Ayes – 2 (West, Tousana), Nays – 2 (Zorn, Donat), Abstain – 1 (Tracy). Since the vote was a tie vote, Tracy changed his vote to aye. The motion passed.

**12. Adjournment:** Since there was no further business before the township board, Trustee Zorn moved to adjourn. Trustee West seconded the motion which was passed by voice vote. The meeting adjourned at 7:42 p.m.

The next meeting of the Batavia Township Board is November 19, 2024, at 7:00 p.m. The meeting date had previously been changed from the second Tuesday in November to the third Tuesday in November due to a conflict with the dates of the annual TOI Convention in Springfield, Illinois to be held November 11 – 13, 2024.

Respectfully submitted,

  
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Penelope L. Tracy, Township Clerk