

Historic

# Riverside Township

27 Riverside Road - Riverside, IL 60546

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[www.riversidetownship.org](http://www.riversidetownship.org)

Vera A. Wilt, *Supervisor*  
Liane J. Blauw, *Clerk*  
Frances Sitkiewicz, *Assessor*

*Trustees*  
Mary Rob Clarke  
Michael C. Dropka  
Timothy Heilenbach  
Tom Lupfer

**Minutes of  
Township of Riverside  
Board of Trustees' Meeting  
March 9<sup>th</sup>, 2021  
7:00 PM - Auditorium**

**This meeting will be conducted in accordance with Mitigation Order 2021-5 issued by the Cook County Department of Public Health on March 2, 2021, outlining COVID-19 Phase 4 Mitigation Guidelines.**

**Indoor meetings events, and gatherings will be limited to the lesser of 50% room capacity, or a maximum of 50 individuals. All members of the public allowed into the meeting for comments must wear a face mask and adhere to social distancing measures.**

**Public comments are encouraged to be submitted by email to [supervisor@riversidetownship.org](mailto:supervisor@riversidetownship.org) or submitted in writing to Riverside Township at 27 Riverside Road, Riverside, IL 60546.**

**Public comments must be received prior to 2:00 PM on the day of the meeting.**

Supervisor Vera A. Wilt called the Riverside Township Board of Trustees' Meeting to order at 7:00 PM on Tuesday, March 9<sup>th</sup>, 2021. The Pledge of Allegiance to the Flag was led by Trustee Dropka. Roll Call showed the following Board members present: Clerk Liane J. Blauw, Trustees Mary Rob Clarke, Michael C. Dropka, Timothy Heilenbach and Supervisor Wilt. Absent: Trustee Tom Lupfer.

<b>Visitors:</b>	Kathryn Gregory	180 Southcote, Riverside
	Cindy Vitek	360 Eastgrove, Riverside
	Courtenay Eck	3430 McCormick, Brookfield
	Tom Morrissey	276 Nuttall, Riverside
	Michael Hayes	Riverside Township Attorney

**Approval of Minutes – February 9<sup>th</sup>, 2021 Board of Trustees’ Meeting – Motion** was made by Trustee Clarke and seconded by Trustee Heilenbach to approve the Minutes of the February 9<sup>th</sup>, 2021 Board of Trustees’ Meeting. All Ayes heard. No Nays. Motion carried.

**Communications**

A thank you letter was received from Kimberly Mertz, COO of Access to Care for the \$5,000 grant.

A thank you letter was received from Debra Vershelde, Executive Director of Aging Care Connections for the \$5,000 grant.

A thank you letter/receipt was received from Best Buddies International for the \$2,500 donation.

**Public Comments – None.**

**New Business**

**A) Grants**

- 1) Riverside Brookfield High School PTO – Courtenay Erb and Cindy Vitek were in attendance to answer questions. **Motion** was made by Trustee Dropka and seconded by Trustee Heilenbach to approve the Riverside Brookfield High School PTO’s grant request in the amount of \$750.00 to make care packages for the students. Roll Call Vote: Ayes: Clarke, Dropka, Heilenbach and Wilt. Nays: None. Motion carried.
- 2) Riverside Community Garden – Kathryn Gregory was in attendance to answer questions. **Motion** was made by Trustee Heilenbach and seconded by Trustee Clarke to approve the Riverside Community Garden grant request in the amount of \$3,310.00 for compost, pollinator beds, trellises, supplies to build a free seed library, pumpkin arches, plants, and educational supplies. Roll Call Vote: Ayes: Clarke, Dropka, Heilenbach and Wilt. Nays: None. Motion carried.

**B) Approve and Adopt Annual Town Meeting Agenda –** The Town Meeting will take place on April 13<sup>th</sup>, 2021 at 6:01 PM. Because there was no Annual Town Meeting in 2020, the reports will cover two years. There were no other Agenda items presented by members of the public to be added. Motion was made by Trustee Clarke and seconded by Trustee Dropka to approve and adopt the Agenda for the Annual Town Meeting which will take place on April 13<sup>th</sup>, 2021. All Ayes heard. No Nays. Motion carried.

**C) Approve Budgetary Transfers**

- 1) **Motion** was made by Trustee Clarke and seconded by Trustee Heilenbach to approve the budgetary transfer from Building Maintenance account 1602 the sum of \$12,000.00 to Equipment Maintenance account 1608, making the

adjusted appropriations of the items \$48,000.00 and \$27,000.00 respectively. Roll Call Vote: Ayes: Clarke, Dropka, Heilenbach and Wilt. Nays: None. Motion carried.

2) **Motion** was made by Trustee Heilenbach and seconded by Trustee Dropka to approve the budgetary transfer from Legal Services account 1630 the sum of \$5,000.00 to Accounting Services account 1626 making the adjusted appropriations of the items \$15,000.00 and \$38,500.00 respectively. Roll Call Vote: Ayes: Clarke, Dropka, Heilenbach and Wilt. Nays: None. Motion carried.

3) **Motion** was made by Trustee Heilenbach and seconded by Trustee Clarke to approve the budgetary transfer from Bridge Repairs/Maintenance/Salaries account 3700 to Tree Removal account 3635 the sum of \$2,850.00 making the adjusted appropriations of the items \$30,150.00 and \$4,850.00 respectively. Roll Call Vote: Ayes: Clarke, Dropka, Heilenbach and Wilt. Nays: None. Motion carried.

### **Supervisor's Report**

- A covid vaccine event was organized in cooperation with the Stickney Jewel Osco Pharmacy whereby 300 doses were administered to Township residents in the auditorium. The second doses have been scheduled for April 2<sup>nd</sup>. Thanks were conveyed to Trustees Clarke and Heilenbach for volunteering at the event and also the Township staff for the hundreds of phone calls they answered.
- The document shredding event will take place on March 20<sup>th</sup> at the Masonic Lodge parking lot from 9 AM until 12:00 noon.
- Twice the typical number of recipients are on the Flat Grant rolls and there are frequent inquiries about General Assistance and Emergency Assistance.
- The Riverside Township building was a warming center during the February deep freezes.
- Painting and flooring in Room 3 are complete. The eight-foot table that was in that room will be replaced with a six-foot table and four chairs.
- Tax revenue has been slow coming in since the County Treasurer has suspended late penalties. Therefore, Township Budget discussions are being held off for the time being.

### **Trustees' Reports**

Trustee Clarke noted that four exercise classes were filmed as well as four yoga classes. TOI will have a virtual class on April 21<sup>st</sup>.

Trustee Heilenbach reported that the Mental Health Board has approved their budget. The Brookfield Police Chief has downloaded the Community Resource Center Guide to their squad cars.

## Unfinished Business

- A) **Discussion of 2021-22 Township Budget** – As discussed in the Supervisor’s Report, tax revenue has been slow coming in because the Cook County Treasurer suspended late penalties, so the budget discussions have been delayed.

### **Approval of Warrants**

Trustee Dropka **moved** that the Board authorize and ratify payment of the bills identified on the General Warrant March 2021 in the amount of \$14,402.25 as presented to the Board this 9<sup>th</sup> day of March 2021, seconded by Trustee Heilenbach. Roll Call Vote: Ayes: Clarke, Dropka, Heilenbach and Wilt. Nays: None. Motion carried.

A **motion** was made by Trustee Dropka and seconded by Trustee Clarke that the Board ratify and authorize payment of the amounts indicated on the following warrants:

- 1) Utility Warrant March 2021 in the amount of \$2,070.01;
- 2) Payroll Warrant March 2021 in the amount of \$17,708.49;
- 3) Health Warrant March 2021 in the amount of \$1,017.85;
- 4) Grants Warrant March 2021 in the amount of \$12,500.00;
- 5) General Assistance Warrant March 2021 in the amount of \$8,962.48;
- 6) Township Radio Players Warrant March 2021 in the amount of \$200.00;
- 7) Food Pantry Warrant March 2021 in the amount of \$1,074.80;

all of the above as presented to the Board this 9<sup>th</sup> day of March 2021.

Roll Call Vote was taken on the warrants listed above. Ayes: Clarke, Dropka, Heilenbach and Wilt. Nays: None. Motion carried.

**Adjournment – Motion** was made by Trustee Dropka and seconded by Trustee Clarke to adjourn the meeting. All Ayes heard. No Nays. Motion carried. Meeting adjourned at 7:50 PM.



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Liane J. Blauw  
Township Clerk