

Historic

Riverside Township

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Vera A. Wilt, Supervisor
Jay Reyes, Clerk
Frances Sitkiewicz, Assessor

Trustees

Mary Rob Clarke
Timothy Heilenbach
John P. Carroll, Jr.
Matthew J. Decosola

MINUTES OF THE SCHEDULED MEETING OF THE

RIVERSIDE TOWNSHIP BOARD OF TRUSTEES

HELD ON TUESDAY, NOVEMBER 21, 2023

AT THE RIVERSIDE TOWNSHIP HALL, 27 RIVERSIDE ROAD, RIVERSIDE

CALL TO ORDER

Minutes of the Scheduled Meeting of the Riverside Township Board of Trustees, held on Tuesday, November 21, 2023, at the Riverside Township Hall located at 27 Riverside Road; Riverside, Illinois. The meeting was called to order by Supervisor Wilt at 7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Supervisor Wilt sought a moment of silence to remember Sue Gross, a longtime Riverside resident and township supporter who passed away recently. Mrs. Gross was also the wife of former longtime Township Assessor Schofield Gross.

ROLL CALL

PRESENT: Supervisor Vera Wilt, Clerk Jay Reyes, Trustee Mary Rob Clarke, Trustee Matthew Decosola, Trustee Tim Heilenbach.

ABSENT: Trustee John Carroll

ALSO PRESENT: Michael J. Hayes, Counsel

Judith Mantel, Executive Director of PeopleCare, Inc. 273 Nuttall Road,
Riverside, IL 60546

Aberdeen Marsh-Ozga, 150 Nuttall Road, Riverside, IL 60546

Natalie Aguirre, 2400 Desplaines Avenue, North Riverside, IL 60546

Janice A. Foley, 1 Burlington Road, Riverside, IL 60546

Kevin Prosser, 228 Herrick Road, Riverside, IL 60546

Colleen Broderick, 2401 Desplaines Avenue, North Riverside, IL 60546

Therefore, Supervisor Wilt declared a quorum and opened the Scheduled Meeting for the transaction of business.

APPROVAL OF MINUTES

A Motion was made by Trustee Heilenbach to approve the October 10, 2023, Board Meeting Minutes.

MOTION: Trustee Heilenbach

SECOND: Trustee Decosola

ROLL CALL: Clarke – Abstain; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 3 No - 0 Abstention - 1 MOTION CARRIED

A Motion was made by Trustee Decosola to approve the November 7, 2023, Committee of the Whole Meeting Minutes.

MOTION: Trustee Decosola

SECOND: Trustee Heilenbach

ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

NEW BUSINESS

A) Community Partnerships

a. PeopleCare, Inc.

Supervisor Wilt recognized Judith Mantel Executive Director of PeopleCare, who explained the type of senior citizen services her organization provides, including transportation and related services to allow seniors within the Township to remain independent and mobile. She also mentioned the patient visits to hospitalized seniors, telemedicine services, and COVID related needs. Ms. Mantel explained how they have seen an uptick in needs for services, with approximately 30 new clients. Volunteers have given over 1,100 hours, logged more than 8,000 miles, and continue to provide services to Riverside Township. Ms. Mantel sought a grant in the

amount of \$12,500 to provide miscellaneous services including senior rides, postage expenses, insurance costs, and other expenses.

Trustee Heilenbach asked about the cost breakdown for the funding request. Supervisor Wilt asked for an explanation of the timeline for the offering of services. Trustee Decosola asked how many of the 280 clients were Riverside Township residents, and all but 3 are.

Trustee Clarke moved to approve the grant as presented in the amount of \$12,500.

MOTION: Trustee Clarke
SECOND: Trustee Heilenbach
ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes
VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

b. Riverside Public Library

Supervisor Wilt recognized Janice Foley, Library Director for Riverside Public Library, who spoke on behalf of the Riverside Public Library seeking a grant to purchase 3 iPads to allow the staff to communicate with foreign language speaking residents, including those that speak Eastern European languages such as Lithuanian, Spanish, Chinese, and other languages. The total cost of the grant is \$1,328.97. Trustee Heilenbach asked about who came up with the idea for such a project and Ms. Foley noted that it was their own. Trustee Clarke asked for a clarification of the languages that would be addressed. Trustee Decosola asked about internet service and wifi enabled capabilities.

Trustee Heilenbach moved to approve the grant as presented for \$1,328.97.

MOTION: Trustee Heilenbach
SECOND: Trustee Clarke
ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes
VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

c. Prairie Trail Federation

Supervisor Wilt recognized Kevin Prosser, Chief of the Prairie Trail Federation, namely the Kachina and Kee Wah Sheena tribes, a Father Son and Father Daughter organization. Mr. Prosser explained the group's programming, goal, and mission.

Mr. Prosser explained that they sought funds to help cover the cost for those families that were unable to otherwise participate including joining the organization, camp outs, and other activities.

Trustee Decosola asked how many people participated in the program, and there were approximately 110 families in Riverside Township.

Trustee Heilenbach moved to approve the grant as presented for \$2,000 to the Prairie Trail Federation tribes.

MOTION: Trustee Heilenbach

SECOND: Trustee Clarke

ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

d. Village of North Riverside Parks & Recreation

Supervisor Wilt recognized Colleen Roderick, from the Village of North Riverside Parks & Recreation Department, who was seeking support for their Laser Light Show planned during their Winter Fest, an event scheduled to commemorate North Riverside's Centennial. Ms. Roderick sought \$3,000 for the event.

Trustee Heilenbach moved to approve the grant as presented in the amount of \$3,000.

MOTION: Trustee Heilenbach

SECOND: Trustee Clarke

ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

e. Village of North Riverside Library

Supervisor Wilt recognized Natalie Aguirre, who sought \$7,247 to update their Story Time Room, removing walls, adding a counter for food, and doing other improvements to offset the loss of space from other renovations.

Trustee Heilenbach asked how the funds would benefit Riverside Township residents and expressed concern about it being a good use of township funds for a construction project. Trustee Decosola expressed concern about being involved in construction related support for projects, explaining that had the grant request been for books, computers or other services, he would be more inclined to support it.

Supervisor Wilt called for a motion and hearing none, noted that the proposal failed.

Trustee Clarke asked that the agenda be amended to allow the final speaker to make her presentation, rather than wait for the end of the agenda. Supervisor Wilt agreed.

A) UNFINISHED BUSINESS

Review of Cross-Community Climate Collaborative (C4) Initiatives

Supervisor Wilt recognized Aberdeen Marsh-Ozga, who presented on the C4 initiative. She explained the effort and sought questions from the Board. Supervisor Wilt explained that the Township's focus has been on the "health and wellness" component of the group's initiative, and indicated that she could count on the Board for support in the Township's primary mission.

Trustee Heilenbach asked what the group's desire was and Ms. Marsh-Ozga indicated that the group's primary goal was reduction of greenhouse gas emissions, explaining that the Township could undertake energy efficiency and related studies.

Ms. Marsh-Ozga noted that the group meets on the last Thursday of the month in the Village of Riverside Library.

The Board returned to its regular agenda items.

B) Special Event Requests

a. Frederick Law Olmsted Society

Supervisor Wilt reported that the Frederick Law Olmsted Society sought to use Township space for the Frederick Law Olmsted Society Annual Meeting.

Trustee Heilenbach moved to approve the request according to usual Township requirements.

MOTION: Trustee Heilenbach

SECOND: Trustee Decosola

ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

b. Private Birthday Party – February 10, 2024

Supervisor Wilt explained that a private individual sought to use Township space for a private birthday party.

Trustee Heilenbach moved to approve the request according to usual Township requirements.

MOTION: Trustee Heilenbach

SECOND: Trustee Decosola

ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

COMMUNICATIONS

The Clerk read a thank you letter from Village of Brookfield Fire Chief James Adams related to a Township grant for the purchase of a battery powered evacuation chair. In addition, Clerk Reyes noted that Selden Fox provided copies of their Financial Report to all Board members.

SUPERVISOR'S REPORT

Supervisor Wilt presented her report to the Board.

1) Request for Partner Funds

Supervisor Wilt reported that there should have been an additional request for partner funds that wasn't forwarded to the Deputy Clerk in time and would appear on next month's agenda.

2) Food Pantry

Supervisor Wilt reported that the Food Pantry has been busy, with regular recipients, seasonal recipients, and new recipients who learned about the service from friends and neighbors. As of this writing we have distributed a total of 45 gift cards to Food Pantry clients since November 1. Of those, there were 28 to Riverside Foods and 17 to Aldi. Supervisor Wilt reminded the Board that there are still 20 or more regular and seasonal recipients who have not come in since the Township initiated the gift card awards. 6 new people signed up this month.

3) Township of Illinois Spring Conference

Supervisor Wilt informed the Board that she attended the TOI (Township Officials of Illinois) conference last week, which was informative and helpful in networking with her township counterparts. Supervisor Wilt noted that TOI had set their meeting dates for next year, and there may be scheduling conflicts with the Riverside Township Board meeting schedule.

4) Busy Season – Happy Thanksgiving!

Supervisor Wilt also noted that it has been a busy month, with shortened weeks with holidays, travel to the TOI meeting, and events in the building every weekend. She noted that some vacation time was taken by staff, and the rest of the township team helped cover room re-sets, packing food pantry bags, restocking washrooms and other out of routine activities. Supervisor Wilt indicated that she looked forward to a few days off over the Thanksgiving holiday and wished everyone a Happy Thanksgiving!

ASSESSOR'S REPORT

The office would be closed for the Thanksgiving holiday.

TRUSTEE'S REPORT

Trustee Clarke reported that she attended the TOI conference and explained the activities and sessions she attended. She reported that the Senior Christmas Party would be December 7th and the cost would be \$20 per person. She further reported that the Exercise Class continues to go well.

MENTAL HEALTH BOARD'S REPORT

Trustee Heilenbach reported that the Mental Health Board was celebrating their 50th anniversary and would be hosting an event on Saturday, December 2nd at 12:30 pm in the Riverside Township Auditorium to showcase their various supporting agencies and services. Trustee Heilenbach also expressed appreciation and support for Jane Smith, a longtime member of the Mental Health Board, whose term is expiring.

UNFINISHED BUSINESS (CONTINUED)

B) Discussion of Annual Township Tax Levy

Supervisor Wilt introduced the discussion related to the Township Tax Levy. She indicated that she was proposing an approximately 4% increase for the Mental Health Board and shifting the other potential 1% to the General Town Fund. She reminded the Board that the levy is submitted as a unified levy, so that so long as the total levy is within the 5% limit, the request is acceptable. She noted that such reallocations are common, noting that last year she reduced the General Assistance levy and took the full percentage that the General Assistance fund could have levied. This year, it would only be necessary to take a 1% increase for General Assistance and take the rest of the percentage allowance for the Town Fund. She reasoned that the General Assistance fund has reserves that the Town Fund does not, and that the use of General Assistance funds are restricted, so the reallocation would allow for all the anticipated expenses the Township building is facing.

Supervisor Wilt further indicated that the Mental Health Board has been levying more than the Township since 2012 (in 2011 the levies were exactly the same). Last year the levy for Mental Health was \$33,887 more than the Town Fund, which required correction, and Supervisor Wilt was working to rebalance the levies.

Supervisor Wilt noted that Cook County says that the CPI is greater than 5%, so 5% is the limit from the extension (the County's calculation of actual amount taxed for 2022), which is listed on the spreadsheet she provided.

Finally, Supervisor Wilt noted that after reviewing the levies line by line, she made some adjustments to many of them, noting that the accountants had done the calculations for the past several years, and did not appear to consider the actual amounts being budgeted for the same line items. Therefore, some line items were adjusted to be more in line with the budget.

The total anticipated amounts are: General Town levy - \$732,600; General Assistance levy - \$55,300; Community Mental Health levy - \$751,081.00; for a total levy of \$1,538,981.00.

C) Updates on Decennial Committee Progress

Supervisor Wilt noted that there had been some feedback from various members of the Committee and would be reviewing the draft report comments.

APPROVAL OF WARRANTS:

Trustee Decosola moved to authorize and ratify payment of the bills identified on the General Warrant for November 2023 in the amount of \$13,000.52.

MOTION: Trustee Decosola
SECOND: Trustee Clarke
ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes
VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

Trustee Decosola moved to authorize and ratify payment of the Utility Warrant in the amount of \$1,315.24; Payroll Warrant in the amount of \$20,974.05; Health Warrant in the amount of \$3,288.79; Grants in the amount of \$15,359.80, General Assistance Warrant in the amount of \$9,600.00; Township Radio Flyers in the amount of \$400; and the Food Pantry Warrant in the amount of \$726.04.

MOTION: Trustee Decosola
SECOND: Trustee Clarke
ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes
VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business to transact, Trustee Decosola moved to adjourn the meeting at 8:23 p.m.

MOTION: Trustee Decosola
SECOND: Trustee Clarke
ROLL CALL: Clarke – Yes; Heilenbach - Yes; Decosola – Yes; Supervisor Wilt - Yes
VOICE VOTE: Yes – 4 No - 0 Abstention - 0 MOTION CARRIED

Vera A. Wilt, Township Supervisor

Jay Reyes, Township Clerk

11-21-2023