

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, JUNE 11, 2024

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, June 11, 2024, 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

ROLL CALL

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

ABSENT:

ALSO PRESENT: Fran Sitkiewicz, Riverside Township Assessor
Michael J. Hayes, Township Counsel
Ms. Lindsay Morrison, 421 Repton Rd., Riverside

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 Clarke to approve the May 14, 2024, Budget Meeting Minutes.

MOTION: Trustee Clarke
SECOND: Trustee Heilenbach
ROLL CALL: Carroll – Yes; Clarke – Yes; Decosola – Yes; Heilenbach - Yes;
Supervisor Wilt - Yes
VOICE VOTE: Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

A Motion was made by Trustee Decosola to approve the May 14, 2024, Board Meeting Minutes.

MOTION: Trustee Decosola
SECOND: Trustee Carroll
ROLL CALL: Carroll – Yes; Clarke – Yes; Decosola – Yes; Heilenbach - Yes;
Supervisor Wilt - Yes
VOICE VOTE: Yes – 5 No - 0 Abstention - 0 MOTION CARRIED

COMMUNICATIONS

There were no communications.

SUPERVISOR'S REPORT

Supervisor Wilt presented her report to the Board.

1) IMRF Reconciliation

Supervisor Wilt explained that she would characterize the past month as clean up time related to the IMRF audit. She noted that she and the Township staff have processed the corrections identified by IMRF in their audit but are now asked to go back to whenever any of the errors began, and to make corrections. Supervisor Wilt noted that even one audit by them any earlier would have been very beneficial.

2) Selden Fox

Supervisor Wilt reported that they have all submitted records requested by the Selden Fox team for the Township annual audit. Supervisor Wilt noted that this week the Township office had one of them in-house going over and requesting additional details.

3) Food Pantry

Supervisor Wilt reported that Food Pantry participation has been steady, and that vouchers for the Riverside Farmers' Market had just begun being distributed last week. None were redeemed that first day, but there were only about 20 issued by then. Supervisor Wilt reminded all that these vouchers are only available to participants in our food pantry. No bags, no vouchers.

4) Friendship Walk Food Drop-Off

Supervisor Wilt informed the Board that they had a food drop-off from the Central School Best Buddies organization a couple of weeks ago. They made a stop at the Township with donations during their Friendship Walk.

5) More Food Pantry Donations

Supervisor Wilt informed the Board that the Township also received exceptional donations to the pantry this past Saturday during the Document Shredding event. She thanked donors for the in kind and cash contributions. She noted that participation in this event was steady, especially considering there were numerous other events going on at the same time. She also noted that it is a service the community appreciates. The next Shred event is scheduled for Saturday, October 19th.

6) Nurse's Closet

Supervisor Wilt reported that the Nurse's Closet has been very busy lately, as word of the service is spreading further into the community.

7) General Assistance

Supervisor Wilt noted that some General Assistance clients are finally getting employment, or the other benefits they were waiting for have finally been approved. She noted that it was good news on all counts.

8) Bridge Fee

Supervisor Wilt reported to the Board that there would be a fee associated with the bridge repairs in the amount of \$500 for ecological matter related disposal arising from the Illinois Environmental Protection Agency.

ASSESSOR'S REPORT

Township Assessor Fran Sitkiewicz presented her report, indicating that there were issues in the news lately about the Cook County Assessor's office overvaluing property, but would likely not affect Riverside Township in a substantive way. There were only a handful of parcels that were impacted by their error, and only involved vacant or unimproved land, and in excess of 20,000 feet, such as a unique one located in Riverside Lawn.

Assessor Sitkiewicz indicated that tax bills should go out on time this year. And that her office was processing homeowner exemptions.

TRUSTEES' REPORTS

Trustee Clarke reported that she attended the golf outing for North Riverside and had a lovely time, with beautiful weather.

She also noted that the TOCC Spring conference is scheduled for June 13th, later in the week. Trustee Clarke also mentioned that she had an article on page 33 of the Perspective magazine.

Trustee Decosola reported that the Shred Event was a huge success, with little downtime and a steady stream of participants. He noted that the community appreciated the event.

MENTAL HEALTH BOARD'S REPORT

Trustee Heilenbach reported that the Health and Wellness Fair did not have the anticipated turnout they desired, with 28 vendors but not as many attendees and are considering moving the event from summer to October.

Trustee Heilenbach also reported that grant applications are being considered and that the process would involve new criteria about additional information requests.

The next meeting is June 19th at 6:00 p.m., and Trustee Heilenbach invited the group to attend.

NEW BUSINESS

A) Special Event Requests

a. Saint Elmo Commandery 64 – Benefit Concert Fundraiser (Sat. 8/31)

Supervisor Wilt reminded the Board that this request was from the Masonic Lodge in town, who has been an ongoing supporter of Township efforts, including the Shred-A-Thon event.

A Motion was made by Trustee Heilenbach to approve the request and to waive the rental fee, but with the appropriate insurance and related requirements.

MOTION: Trustee Heilenbach

SECOND: Trustee Carroll

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

VOICE VOTE: Yes – 5 No – 0 Abstention – 0 MOTION CARRIED

b. Riverside Friends of the Library – Harvest Bingo Fundraiser (Sat. 10/12)

Ms. Lindsay Morrison presented on behalf of the Riverside Friends of the Library. She indicated that the event would fund the entire summer reading program. She explained that the event would be a BYOB event and sought a waiver of the rental fee.

A Motion was made by Trustee Clarke to approve the request and to waive the rental fee, but with the appropriate insurance and related requirements.

MOTION: Trustee Clarke

SECOND: Trustee Decosola

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

VOICE VOTE: Yes – 5 No - 0 Abstention - 0 MOTION CARRIED

B) Township Office Closure – July 5, 2024

Supervisor Wilt explained that she would be out of town on July 5th and that 2 of the 3 staff members have requested leave. She asked the Board to consider closing on July 5th.

A Motion was made by Trustee Carroll to close Township offices on July 4th and 5th.

MOTION: Trustee Carroll

SECOND: Trustee Decosola

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

VOICE VOTE: Yes – 5 No - 0 Abstention - 0 MOTION CARRIED

APPROVAL OF WARRANTS:

Trustee Carroll moved to authorize and ratify payment of the bills identified on the General Warrant for June 2024 in the amount of \$18,542.91.

MOTION: Trustee Carroll

SECOND: Trustee Clarke

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

VOICE VOTE: Yes – 5 No - 0 Abstention - 0 MOTION CARRIED

Trustee Carroll moved to authorize and ratify payment of the Utility Warrant in the amount of \$1,379.19; Payroll Warrant in the amount of \$19,367.95; Health Warrant in the amount of \$3,359.76; Grants (Partnerships) Warrant in the amount of \$225; General Assistance Warrant in the amount of \$7,429.89; Township Radio Players in the amount of \$200.00; and the Food Pantry Warrant in the amount of \$248.39.

MOTION: Trustee Carroll

SECOND: Trustee Decosola

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

VOICE VOTE: Yes – 5 No - 0 Abstention - 0 MOTION CARRIED

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business to transact, Trustee Clarke moved to adjourn the meeting at 7:33 p.m.

MOTION: Trustee Clarke

SECOND: Trustee Heilenbach

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

VOICE VOTE: Yes – 5 No - 0 Abstention - 0 MOTION CARRIED

Vera A. Wilt, Township Supervisor

Jay Reyes, Township Clerk

6-11-2024