

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, AUGUST 13, 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, August 13, 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 Matt Decosola, Trustee Tim Heilenbach.

ABSENT: Trustee Mary Rob Clarke

ALSO PRESENT: Michael J. Hayes, Township Counsel
Township Assessor Fran Sitkiewicz, 252 Herrick, Riverside
Kate Dooley, 133 Herrick, Riverside
Judy Mantel, 273 Nuttall, Riverside
Gonzo Schexnayder, 3244 Grand Blvd., Brookfield

Bryan Rouleau, 2401 S. Des Plaines Ave., North Riverside
Jean Marie Hajar, 2401 S. Des Plaines Ave., North 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 Carroll to approve the July 9, 2024, Board Meeting Minutes.

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

NEW BUSINESS

A) Community Partnerships

a. Jr. Bulldog Football & Cheer

Ms. Kate Dooley, VP of Operations, appeared on behalf of Jr. Bulldogs, an organization established in 2016, which services Riverside Township and surrounding areas, mostly students from RB high school. She noted that the program has expanded to include tackle football and cheerleading, flag football. Their size has doubled, including two girl programs and another program in the Spring.

She sought \$4,500 for their financial aid program, to serve a number of athletes that have financial need to participate in the program.

Trustee Heilenbach inquired about the existing reserve for the organization. The answer was approximately \$86,000. He also inquired about fundraising efforts. Ms. Dooley explained that they fundraise at football games through concessions and other fundraising activities.

Trustee Decosola asked whether the group had sought funds from other entities. Ms. Dooley indicated that they sought funds from the Riverside Juniors group. He followed up, inquiring of the Board whether this was a similar funding request as a prior travel sports team.

Trustee Heilenbach expressed reservation about funding at the requested level.

A Motion was made by Trustee Heilenbach to approve a grant in the amount of \$500 for the Jr. Bulldog Football and Cheer organization.

MOTION: Trustee Heilenbach
SECOND: Trustee Carroll

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

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

b. PeopleCare, Inc.

Ms. Judy Mantel, Executive Director of PeopleCare spoke on behalf of the organization. She explained that PeopleCare provides transportation services to senior citizens. She indicated that her group is seeking additional funding from the prior year's request because she noted that as of today, she is at 84% of requests for 2023. The miles driven by volunteers is up 86%, meals were up 80% from prior years, and other services were equally increased with still another quarter left in the calendar year. She noted that there has been an increase in postage, printing, and other operational expenses. She also noted that their service dog was recertified.

Trustee Decosola asked about the participation rates of the people in the program and how many were local residents. Ms. Mantel indicated that most were within the Township boundary, with only about 5% were within half a mile of the Township border.

Trustee Decosola asked whether a grant would come out of the Township General fund or an assistance budget. Counsel noted that developing a policy to draw funds from a public assistance fund would be required to do so.

Trustee Carroll thanks Ms. Mantel for the work PeopleCare did.

A Motion was made by Trustee Heilenbach to approve the application in the amount of \$14,000.

MOTION: Trustee Heilenbach

SECOND: Trustee Decosola

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

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

c. Hollywood Citizen Association

Mr. Gonzo Schexnayder spoke on behalf of the Hollywood Citizen Association, which act as volunteer caretakers of Hollywood House. He explained the purpose of the group and described the history of the Hollywood House.

Trustee Heilenbach inquired about the Association's fundraising efforts. Mr. Schexnayder explained the various prior efforts.

Trustee Decosola spoke related to the Township's role in funding capital / building projects and expressed reservations about funding it.

Supervisor Wilt further clarified that building projects do not fit within the Township government's role. She inquired where the Association would seek the additional funds in the Township partially funded it.

Hearing no motion to fund the program, the grant request was not approved.

d. North Riverside Parks & Recreation

Bryan Rouleau and Gene Marie appeared on behalf of the Department. He explained that the grant sought funds to create a program to provide entertainment for a safe location for children during their September 20th special event.

Trustee Carroll inquired about liability for the Township for funding a bounce house or similar type of activity. Counsel informed the Board that there should not be liability, but that the matter should be addressed with the Township's insurer.

A Motion was made by Trustee Decosola to approve the application in the amount of \$3,004.

MOTION: Trustee Decosola

SECOND: Trustee Carroll

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

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

B) Special Event Requests

a. Riverside Arts Center Fall Gala (10/19/2024)

Supervisor Wilt explained that the application was for the Riverside Arts Center Fall Gala to take place on October 19, 2024, which would include alcohol.

A Motion was made by Trustee Decosola to approve the request.

MOTION: Trustee Decosola

SECOND: Trustee Heilenbach

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

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

C) Discussion Regarding Township Theater Guild

COMMUNICATIONS

There were no communications.

SUPERVISOR'S REPORT

Supervisor Wilt presented her report to the Board.

- 1) Increase in Assistance Requests

Supervisor Wilt reported that there was an increase in resident assistance requests though not all inquiries led to completed applications.

2) Staff Hours

Supervisor Wilt informed the Board that they would see a slight increase in staff compensation because Nina has increased her hours. She now has taken on a few additional tasks that are more in the nature of housekeeping oversight since there has been no success in finding a part time custodian. The Food Pantry is under her supervision, and she is also getting after more organization in our storage areas and Nurse's Closet. Her hours have been increasing gradually, but she is going from part-time to full time, and she will remain hourly.

3) Children's Theater Group

Supervisor Wilt explained to the Board that there was a confrontation with the Children's Theater group leadership when they left some large items in the way of other Auditorium users. Additionally, they coincidentally discovered some unauthorized/unannounced entry into the building. After their summer production was over, we had a meeting to clear the air, and going forward, some practices will change. 1) They will not be loaned any keys, so they will have to be let in by staff or elected officials when they need the space outside of normal hours. 2) They will apply for community partnerships rather than being automatically placed on the budget as our program. 3) It was necessary to have some doors re-keyed because we discovered some unauthorized copies of keys had been made. We could not guarantee that more did not exist, so the re-keying had to be done. 4) The cost of the locksmith will be charged against the remaining funds in their current budget line. 5) They will be much more conscientious and respectful of others using the building. 6) They will share information about their program and their shows with us, so that we know what is going on, and can share it on our own sites as well. Until now, the Township called it a township program, but Township staff was not able to answer any questions from the public except to refer them to the director. The resolution was the most peaceful and mutually respectful approach we could take.

4) Illness

Supervisor Wilt informed the Board that she was, unfortunately, out of the office for the majority of last week, because she tested positive for Covid and needed to isolate. She is back to the office but masking to protect everyone.

5) Auditors

Supervisor Wilt informed the Board that she nudged the auditors to complete their audit and seem to be on track to get the audit finished on time.

6) Farmer's Market

Supervisor Wilt indicated that she has been seeing a greater return on use of vouchers at the Farmer's Market.

ASSESSOR'S REPORT

Township Assessor Fran Sitkiewicz reported that the Review period ends on August 20th. Her office conducted an outreach on August 8th. Along with appeals, her office is still assisting with Certificates of Error and other services like Home Owner Exemptions. The office remains busy.

Supervisor Wilt asked whether there were any properties in the Township that were underassessed as previously reported in the news. Assessor Sitkiewicz noted that there were some references to some properties in the Township but the change in assessed value in Riverside Lawn seems to have lost sign of what happened there in 2003.

TRUSTEE'S REPORT

There were no Trustee reports.

MENTAL HEALTH BOARD'S REPORT

There was no report.

FYI

A) REVIEW COMPENSATION ORDINANCE FOR ELECTED OFFICIALS

Supervisor Wilt noted there was a Review of Compensation Ordinance for Elected Officials, that deals with salary changes within 6 months of an election.

APPROVAL OF WARRANTS:

Trustee Decosola moved to authorize and ratify payment of the bills identified on the General Warrant for August 2024 in the amount of \$19,701.06.

MOTION: Trustee Decosola

SECOND: Trustee Heilenbach

ROLL CALL: Carroll – Yes; Decosola – Yes; Heilenbach - 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 \$1,164.53; Payroll Warrant in the amount of \$18,059.33; Health Warrant in the amount of \$3,234.55; General Assistance Warrant in the amount of \$10,929.89; and the Food Pantry Warrant in the amount of \$2,539.96.

MOTION: Trustee Decosola

SECOND: Trustee Heilenbach

ROLL CALL: Carroll – Yes; Decosola – Yes; Heilenbach - 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 7:58 p.m.

MOTION: Trustee Decosola

SECOND: Trustee Heilenbach

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

VOICE VOTE: Yes – 4

No - 0

Abstention - 0 MOTION CARRIED

Vera A. Wilt, Township Supervisor

Jay Reyes, Township Clerk

8-13-2024