

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, OCTOBER 8, 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, October 8, 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: Michael J. Hayes, Legal Counsel
Allen Goodcase, Future Technology Systems, Brookfield
Mateo Romero, 2821 Wisconsin Ave, Berwyn

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 September 10, 2024, Board Meeting Minutes.

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 MINUTES

A Motion was made by Trustee Decosola to approve the October 1, 2024, Committee of the Whole 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) "Citizen Audit"

Supervisor Wilt reported that there was visit last week by George from Audit Them, a YouTube group "auditing" government agencies regarding compliance with transparency laws. Supervisor Wilt explained that he came to see the township, opened the door, and recorded video, asking no questions, simply saying "he's checking on government". He took video walking around the building, and of all the Township postings. He noted that there was an organizational chart on the permanent bulletin board, which was one of his checklist items, and he commented that it explained who we are.

However, he went back and forth between our bulletin board and the village's. He went to the Village service window and asked for their FOIA officer to ask for the items he thought should

be publicly displayed. Ethan for the Village of Riverside promptly provided items he asked for. The self-proclaimed auditor left, saying he would be back for the township, when he finally understood that we are 2 different governments.

2) Township Service Window

Supervisor Wilt informed the Board that the recent encounter with the citizen auditor and several comments from residents lately have caused her to prioritize having a more permanent solution for a service window at the Township entrance. She explained that the existing entry had temporarily been blocked during Covid to stop public entry into the office space. She informed the Board that she reached out to a couple of local contractors with the idea of replacing the middle glass panels of the wall just past the office door with a more permanent counter and service window. One contractor referred her to a millwright firm who could create such a window, and another came out to measure the entry and is looking for some service windows similar to what the village office has, that could be installed in that spot. She awaits the proposal and will reach out to the referred millwork shop.

3) Township Auditorium Space and Building Repairs

Supervisor Wilt reported that the Auditorium continues to present challenges. Supervisor Wilt previously mentioned the wall needing repairs. She also informed the Board that the Stage Drape has a growing tear near the top, and the speakers failed to work when the Radio Players had their show at the end of September. The auditorium has had a lot of use lately, which produces some revenue.

She reached out to various drape repair companies she found online. One has presented a quote (just from a couple of pictures and our statement of size) which would be for a one-day turn-around where they take down the drape, repair it, clean it, recertify its fire retardance, provide certification, and rehang it. That cost is over \$2,200. The other company promised to come out to inspect the situation for a quote. She later reminded them of their proposed visit and they claim they will come out this week. Both caution that a tear could mean dry rot which would make the repair impossible. Supervisor Wilt was unsure about the cost of replacing the drape entirely. She indicated that she believed the tear occurred when the rope for drawing it broke, and someone yanked too hard trying to move it manually.

She also noted that for the failed speaker, she called in the local sound expert who has previously helped with both the auditorium and room 4. In consultation with John Gelsomino as well as Lorenzo Cordova from Riverside TV, who were there when the speakers failed, Allen Goodcase of Future Technology Systems has reviewed the situation, and the October Board packet includes a proposal for not only replacing the speakers, but updating the system for current use.

Supervisor Wilt noted that she continues to look for good plaster contractors for the East wall.

4) Farmer's Market

Supervisor Wilt noted that tomorrow would be the last day of the Farmer's Market, so she anticipated a lot of people using the vouchers they collected all summer. She indicated that she would have a full report next month on the use of the vouchers. She reported that the Township has distributed over 600 vouchers or over \$3,000 in value if everyone used them.

5) Monarch Festival in North Riverside

Supervisor Wilt informed the Board that we had a presence at the Monarch Festival at North Riverside Commons Park. Unfortunately, it was a rainy morning, so attendance only picked up slightly when it stopped drizzling. She thanked Trustee Clarke for participating along with her. She also thanked Trustee Carroll for opening the building this past Sunday for the Riverside Caucus.

6) Trunk or Treat

Supervisor Wilt informed the Board that this Thursday, October 10th, the Township will participate in the Trunk or Treat event that the Village of Riverside's Parks and Recreation Department has organized. We will have a decorated car and candy to distribute.

ASSESSOR'S REPORT

There was no Assessor report.

TRUSTEE'S REPORT

Trustee Clarke reported that the exercise classes were going well. She also indicated that she was working on a holiday outing. She also reminded the Board to register for the coming TOI conference.

MENTAL HEALTH BOARD'S REPORT

Trustee Heilenbach noted that the Mental Health Board had another vacancy. The hours were also adjusted so there would no longer be evening hours, in line with township office hours.

UNFINISHED BUSINESS

A) Approve Elected Officials' Compensation Ordinance for Next Term

Supervisor Wilt explained that the compensation discussion would be in line with a Committee of the Whole discussion, where the only change advocated was a change in the travel budget, where such monthly "in-township" allowances would be eliminated from the Supervisor and Clerk.

A Motion was made by Trustee Heilenbach to accept the ordinance as presented.

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

NEW BUSINESS

A) Special Event Request – Baby Shower, Saturday, December 7th

Supervisor Wilt explained that she would be abstaining as the event involved a family member of hers. Congratulations to Supervisor Wilt and her family!

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

MOTION: Trustee Clarke

SECOND: Trustee Heilenbach

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

VOICE VOTE: Yes – 4

No - 0

Abstention - 1 MOTION CARRIED

B) Purchase Holiday Gift Cards for Food Pantry Recipients

Supervisor Wilt noted that the Board had previously provided 69 \$50 gift cards from Riverside Foods and Aldi.

A Motion was made by Trustee Heilenbach to purchase 70 holiday gift cards for Food Pantry recipients in the amount of \$50.00 each.

MOTION: Trustee Heilenbach

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

C) 2025 Township Meeting Dates and Holidays

Supervisor Wilt informed the Board that it wasn't necessary that the Board approve the dates now, that it was simply a proposal for next year. She noted that the only date that was not a second Tuesday of the month would be November.

A Motion was made by Trustee Clarke to approve the proposed 2025 calendar for Regular, Committee of the Whole meetings and holidays.

MOTION: Trustee Clarke

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

D) Initial Discussion of Township Tax Levy

Supervisor Wilt explained that she had not yet received cost of living related numbers and would have a proposal soon. She also indicated that there would be input from the Mental Health Board, which also awaits CPI figures.

She reminded the Board that it would be filed by the December meeting, so that the November meeting would likely involve that additional discussion.

E) Proposal for Auditorium Sound System Repair

Supervisor Wilt introduced Allen Goodcase, of Future Technology Systems, who discussed prior work his firm had performed for the Township. He explained that there were problems with the Township system including the speakers. He informed the Board that he proposed to replace a media player and sound mixer, which were both quite old and still had dual tape deck cassette players. He also proposed to replace the speakers, which were quite old and the sound reverberated against the hard surfaces in the room.

Trustee Decosola asked about ease of use, lifespan of the equipment, and length of time to perform the work. Mr. Goodcase indicated that the only equipment that would have a fixed lifespan would be the media player which by nature of the technology would change, but the speakers and other equipment would likely last quite a long time since they were fixed and would not be moved or handled significantly. He indicated the work would take a few days to complete.

Trustee Heilenbach asked about the age of the existing equipment. Mr. Goodcase estimated that it was approximately 30 years old or older.

Trustee Clarke asked about pairing the equipment and Mr. Goodcase explained that it was as simple as pairing a device through Bluetooth at home.

A Motion was made by Trustee Decosola to approve the proposal in the amount of \$5,410.

MOTION: Trustee Decosola

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

FYI

- A) ANNUAL TREASURER'S REPORT**
- B) SHRED-A-THON EVENT- SATURDAY, OCT. 19TH**
- C) TOI Annual Educational Conference - Nov. 11th - 13th**

APPROVAL OF WARRANTS:

Trustee Decosola moved to authorize and ratify payment of the bills identified on the General Warrant for October 2024 in the amount of \$24,213.66.

MOTION: Trustee Decosola

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 Decosola moved to authorize and ratify payment of the Utility Warrant in the amount of \$1,095.59; Payroll Warrant in the amount of \$18,453.55; Health Warrant in the amount of \$3,168.55; General Assistance Warrant in the amount of \$7,229.89; Township Radio Players in the amount of \$180.00; and the Food Pantry Warrant in the amount of \$945.11.

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**

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business to transact, Trustee Clarke moved to adjourn the meeting at 7:45 p.m.

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

Vera A. Wilt, Township Supervisor

Jay Reyes, Township Clerk

10-8-2024