

Historic

Riverside Township

27 Riverside Road - Riverside, IL 60546

Township - (708) 442-4400

Fax - (708) 447-0302

Assessor - (708) 447-7700

Fax - (708) 447-6442

www.riversidetownship.org



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 152ND

ANNUAL MEETING OF RIVERSIDE TOWNSHIP

HELD ON TUESDAY, APRIL 11, 2023

AT THE RIVERSIDE TOWNSHIP HALL, 27 RIVERSIDE ROAD, RIVERSIDE

RIVERSIDE TOWNSHIP ELECTORS PRESENT:

John Carroll, 370 Downing Road, Riverside, IL 60546
Mary Rob Clarke, 145 Barrypoint, Riverside, IL 60546
Timothy Heilenbach, 8615, Riverside Avenue, Brookfield, IL 60513
Andrew Lutha, 1133 South Boulevard, Apt. 906, Oak Park, IL
Mary Jo Miller, 165 Bartram Road, Riverside, IL 60546
Fran Sitkiewicz, 252 Herrick Road, Riverside, IL 60546
Adam Wilt, 511 Longcommon Road, Riverside, IL 60546
Vera Wilt, 8014 W. 27th Street, North Riverside, IL 60546

CALL TO ORDER

Minutes of the 152nd Annual Meeting of Riverside Township, held on Tuesday, April 11, 2023 at the Riverside Township Hall located at 27 Riverside Road; Riverside, Illinois. The meeting was called to order by Township Clerk Jay Reyes at 6:01 pm.

PLEDGE OF ALLEGIANCE

ELECTION OF MODERATOR

Clerk Reyes noted that the first order of business for the Annual Meeting would be the election of a moderator and establishing an honorarium for the service. Clerk Reyes entertained a motion to award the selected moderator with a \$100 honorarium.

A Motion was made by Trustee Heilenbach to award a \$100 honorarium to the moderator.

MOTION: Trustee Heilenbach
SECOND: Trustee Carroll
VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0
MOTION CARRIED

Clerk Reyes entertained a motion to appoint a moderator for the Annual Meeting.

A Motion was made by Trustee Clarke to appoint Mary Jo Miller to serve as moderator of the Annual Meeting.

MOTION: Trustee Clarke
SECOND: Trustee Carroll
VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0
MOTION CARRIED

OATH OF MODERATOR

Clerk Reyes swore in Mary Jo Miller as Moderator of the 152nd Annual Meeting of Riverside Township and turned the meeting over to her.

APPROVAL OF MINUTES - Approval of the April 11, 2022, Annual Meeting minutes.

A Motion was made by Trustee Clarke to approve the Annual Meeting minutes of April 11, 2022.

MOTION: Trustee Clarke
SECOND: Trustee Heilenbach
VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0
MOTION CARRIED

NEW BUSINESS

There was no new business.

TOWNSHIP REPORTS

SUPERVISOR'S FINANCIAL REPORT

Supervisor Wilt introduced herself and indicated that there are copies of the 2022-2023, ending on March 1, 2023, budget report is available for viewing at the Township office. At the end of the 2023 Fiscal Year, there was available \$300,636.94, with revenue in the amount of

\$568,522.27 and expenses in the amount of \$858,245.18. The figures represented a decrease in funds in the amount of \$289,722.91. The taxes levied were in the amount of \$613,127 but those funds were not received because of a county delay in billing. The General Assistance Fund at close of the fiscal year was \$408,293.66, with revenue in the amount of \$61,913.82, and expenses \$71,912.14, a decrease of \$9,998.32. The amount levied was \$79,450, but the amount was not received within the fiscal year. Supervisor Wilt provided a breakdown of the source of the generated funds and their disbursement.

A Motion was made by Trustee Clarke to accept the Supervisor's Financial Report.

MOTION: Trustee Clarke

SECOND: Trustee Heilenbach

VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0

MOTION CARRIED

BOARD ACTIVITY REPORT

Supervisor Wilt presented a Board Activity Report. She highlighted that most township activities were back to normal, but finances were facing a challenge as a result of late county tax billing. She highlighted senior programs including exercise programs, free movies, and other programming.

Supervisor Wilt noted that the Board composition has shifted with a new Township Clerk, Jay Reyes, who replaced Michael Dropka who moved out of the township. Additionally, Matt Decosola replaced Trustee Liane Blauw, who passed away earlier in the year.

Supervisor Wilt noted that the Swinging Bridge project was underway, having retained an Indiana company to repaint the bridge to initiate the project on March 27, 2023. She mentioned that an alternate revenue bond would be utilized to perform the work. She noted that Township Hall required constant attention including repairs and programmatic action. For example, the food pantry received substantial donations during the Christmas Holiday Stroll and it was a welcome benefit. Supervisor Wilt noted that in her years in the role, she had not previously seen so much need for services. She thanked the Township Board, Assessor Sitkiewicz, and Township staff including Deputy Clerk Andrew Lutha.

A Motion was made by Trustee Clarke to accept the Supervisor's Board Activity Report.

MOTION: Trustee Clarke

SECOND: Trustee Heilenbach

VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0

MOTION CARRIED

TOWNSHIP ASSESSOR'S REPORT

Assessor Fran Sitkiewicz thanked the Board for their support and encouragement. She indicated that the Assessor's office serves as the advocate for homeowners to the County Assessor and tax system. In addition, the Assessor's office provides support with exemptions, appeals, certificates of error, and is statutorily responsible for processing permits within the 4 municipalities in the township. She thanked Mary Jo Miller and the rest of her staff for their assistance. She noted that they processed 1,286 permits, at a cost of \$26,894,761, about the same as last year. There were 146 taxpayers assisted, more than last year, but acknowledged the potential decrease as a result of a county waiver. She indicated that her and staff remain in contact with seniors in the township. She recognized that Certificates of Error allow taxpayers to recoup taxes paid in error. Last year, they assisted taxpayers in recovering \$136,096.54.

Last year was the final year in a reassessment period, and the Township Assessor helped 303 taxpayers file appeals with the assessor's office, 275 with the Board of Review. The Township saw 236 residential property transfers at a value of \$100,082,488.00, in addition there were condominium transfers in the amount of \$3,178,300.00, and 10 commercial properties with a value of \$78,570,600.00.

Assessor Sitkiewicz noted that last year the average level of assessment was 7.5% versus the 10% statutory level and that such figures represented the increase from the county this year. She noted that constituents appreciate the services offered by her staff and thanked them for their continued commitment.

A Motion was made by Trustee Clarke to accept the Assessor's Report.

MOTION: Trustee Clarke

SECOND: Trustee Heilenbach

VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0

MOTION CARRIED

MENTAL HEALTH BOARD REPORT

Adam Wilt, Treasurer of the Mental Health Board, reported that the board has been in service since 1972 and provides various services to the Township community including mental health services, family counseling services, crisis intervention, intellectual disabilities, job skills training, family supported services, and substance use disorder and related services. Mr. Wilt noted that the county's delay in levying taxes caused the Board to pay outside of its fiscal year budgeting for various grants that occurred on a quarterly basis. He named various organizations that have and continue to provide services within the township. Mr. Wilt noted that there are 7 board members. He highlighted the Riverside Township Community Resource Center. The board meets on the third Wednesday of each month at 7:00 p.m. at Township Hall.

A Motion was made by Trustee Carroll to accept the Mental Health Board Report.

MOTION: Trustee Carroll

SECOND: Trustee Clarke

VOICE VOTE: Yes – Unanimous No - 0 Abstention - 2

MOTION CARRIED

SET DATE FOR NEXT TOWNSHIP ANNUAL MEETING

A Motion was made by Supervisor Wilt to set the date for the next Annual Township Meeting to Tuesday, April 9, 2024 at 6:01 p.m.

MOTION: Supervisor Wilt

SECOND: Trustee Clarke

VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0

MOTION CARRIED

ADJOURNMENT

There being no further business to transact, Supervisor Wilt moved to adjourn the meeting at 6:45 p.m.

MOTION: Supervisor Wilt

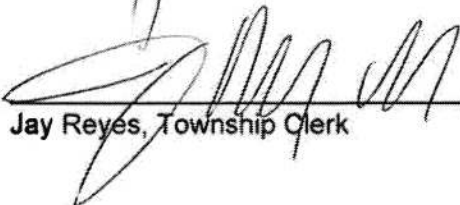
SECOND: Trustee Carroll

VOICE VOTE: Yes – Unanimous No - 0 Abstention - 0

MOTION CARRIED



Mary Jo Miller, Township Moderator



Jay Reyes, Township Clerk

4-11-2023