

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 SCHEDULED MEETING OF THE

RIVERSIDE TOWNSHIP BOARD OF TRUSTEES

HELD ON TUESDAY, JANUARY 14, 2025

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, January 14, 2025, 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

Frances Sitkiewicz, Township Assessor, 252 Herrick 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 Decosola to approve the December 10, 2024, Board Meeting Minutes.

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

COMMUNICATIONS

Clerk Reyes reported that the Township received a thank you letter from Tina Rounds from Beds Plus, thanking the Board for their support of the organization and the granting of a \$5,000 award.

In addition, the Township also received a thank you note from the Heilenbach family, thanking the Board for their support of their deceased mother.

SUPERVISOR'S REPORT

Supervisor Wilt presented her report to the Board.

1) Illness

Supervisor Wilt reported that a seasonal illness prevented her from enjoying some of the holiday season.

2) Assistance Clients

Supervisor Wilt reported that in spite of battling some illness in the last month, she was able to meet with all public assistance clients.

3) Food Pantry Gift Cards

Supervisor Wilt informed the Board that the Food Pantry gift cards came out exactly as needed, 70 total given out, 35 each from Aldi and Riverside Foods for a total of \$3,500. She noted that everyone who received them was very grateful.

4) Food Pantry Support

Supervisor Wilt informed the Board that numerous groups were very generous to the pantry this holiday season. The Riverside Foods Fill the Truck event reportedly brought \$6,700 worth of items. The Village of North Riverside delivered a load of donations as did Starbuds. She noted that various groups and individuals also dropped off items without us knowing who they were. For example, the Township received several large donations of what I would call a Birthday

Party kit. Cake mixes, frosting, cake decorations, aluminum pans, candles, party napkins and plates, etc. Those items are placed on a shelving unit for food pantry clients to take as needed. They are not put into the totes. Many recipients helped themselves to these extra treats. The Township also received almost \$800 in monetary donations as well, including individuals and groups like the Wednesday Bridge players who meet at Township Hall, and the Riverside Investment Club. She expressed a big Thank You to the community who has shown such generosity during the holidays.

5) Township Building Appraisal

Supervisor Wilt noted that she had received a quote for an appraisal on the Township building for insurance purposes. It has been quite some time since an appraisal was last completed, and this is an experienced, reputable firm that has quoted under \$2,000, within Supervisor spending authority, so she chose to engage them. Supervisor Wilt noted that, ironically, she found them through a state CMS, but by contracting directly she was able to save 1/3 of the cost.

6) Building Repairs

Supervisor Wilt informed the Board that since she has been feeling better, she would be seeking quotes to conduct various building repairs.

ASSESSOR'S REPORT

Assessor Sitkiewicz reported that her office was off to a good start for 2025! She would be sending a constant contact notice soon, and that the second installment of the property tax bills would be going out on time. She reminded taxpayers that the Treasurer operates a loan program for those struggling to pay property taxes.

TRUSTEE'S REPORT

Trustee Clarke reported that she received a notice that the TOI Scholarship program is open, offering two \$7,000 scholarship. The scholarship requires writing a 500 word essay and must reach TOI offices by March 1st.

She also reported that her inquiry for seniors about those interested in playing Mah Jong, and received positive feedback so she is seeking an instructor.

She noted that the exercise classes were going well, with an average attendance of about 24 people.

MENTAL HEALTH BOARD'S REPORT

Trustee Heilenbach reported there was no December meeting, but did meet last night in January and there was some discussion about spreading the word about the Mental Health Board's services and were exploring things like flyers, QR codes and related. They will also work to post meeting minutes on the website.

They would also be meeting again tomorrow at 6:00 pm at the Way Back Inn in Maywood.

NEW BUSINESS

A) Preliminary Discussion of 2025-2026 Township Budget

Supervisor Wilt urged the Board to not cancel the February meeting time and hold a budget hearing then. She also referenced the Monthly Statement of Revenue and Expenditure to see where the Board had and hadn't been spending this year in order to prioritize the building repairs.

APPROVAL OF WARRANTS:

Trustee Clarke moved to authorize and ratify payment of the bills identified on the General Warrant for January 2025 in the amount of \$12,661.00.

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

Trustee Clarke moved to authorize and ratify payment of the Utility Warrant in the amount of \$1,767.82; Payroll Warrant in the amount of \$19,332.97; Health Warrant in the amount of \$3,370.10; General Assistance Warrant in the amount of \$9,029.89; Township Radio Players Warrant in the amount of \$900.78; and the Food Pantry Warrant in the amount of \$398.95.

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

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business to transact, Trustee Clarke moved to adjourn the meeting at 7:17 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

1-14-2025