

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, APRIL 8, 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, April 8, 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, and Trustee Tim Heilenbach.

#### ABSENT:

**ALSO PRESENT:** Michael J. Hayes, Legal Counsel  
Fran Sitkiewicz, Township Assessor, 252 Herrick Rd., Riverside, IL 60546  
Barbara Legan, 236 Southcote Rd., Riverside, IL 60546  
Mary Jo Miller, 165 Bartram Rd., Riverside, IL 60546  
Nina Tagliola, 2225 Keystone Ave., North Riverside, IL 60546  
Andrew Lutha, 1133 South Blvd., Apt. 906, Oak Park, IL 60302

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 March 11, 2025, Board Meeting Minutes.

MOTION: Trustee Decosola

SECOND: Trustee Clarke

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

VOICE VOTE: Yes – 4      No - 0      Abstention – 1 MOTION CARRIED

## **COMMUNICATIONS**

Clerk Reyes reported that there were several communications, including an invitation from the Riverside Friends of the Library to their Open House, a Thank You post card from the Best Buddies program, and an upcoming Riverside Township Newsletter.

## **SUPERVISOR'S REPORT**

Supervisor Wilt presented her report to the Board.

### **1) General Assistance**

Supervisor Wilt reported that in the past month she met with 13 General Assistance clients, one of which "graduated" out of the program having found employment and now earning enough not to qualify. She also met with and assisted 2 Emergency Assistance applicants. She noted that she responded to another inquiry today, and has some packets out that could be returned. In several cases she has also referred these clients to the Community Resource Center regarding other programs for which they might qualify. Many also participate in the food pantry.

### **2) Township Budget**

Supervisor Wilt noted that the proposed budget was revised according to the balances on hand and final expenditures at the close of business on the last day of the fiscal year. Since it is time for annual staff salary reviews, she spent some time on searching for current CPI information and adjusted some budget numbers accordingly, in preparing some tools for the board to review and approve compensation later tonight.

### **3) Annual Meeting**

Supervisor Wilt noted that she spent some time in preparation for the Annual Town Meeting, including the draft of her annual report and working with the accountants on the annual financial report.

### **4) Election Day**

Supervisor Wilt indicated to the group that she opened the Town Hall for the election judges last week in the wee hours of the morning, and also opened for some weekend events in the past month.

Supervisor Wilt thanked the electors for their votes in the election. She indicated that when you are unopposed, some voters choose not to cast a ballot, but most did give the Township slate a vote of confidence for another term. She mentioned that she was grateful, and was certain the rest of the elected officials appreciated the support as well.

#### **ASSESSOR'S REPORT**

Assessor Sitkiewicz reported that her office was busy with appeals for Riverside Township, which was now open for reassessment and would be open for appeals through April 18, 2025. She noted that the office is closed on April 18<sup>th</sup>, and encouraged residents to complete their work prior to then.

#### **TRUSTEE REPORTS**

Trustee Decosola reported that he was in contact with the Lions Club about their chicken dinner and the composting of plates. Trustee Decosola contacted Flood Brothers to help with the composting by providing extra large bins to help with the effort.

Trustee Clarke reported that she hosted a St. Patrick's Day Lunch for seniors. She also noted that the exercise program was going well. She indicated that she had traveled to Springfield for strategy on the Township consolidation effort and noted that Lobby Day was April 29<sup>th</sup>.

Trustee Decosola inquired about the floor leadership's support for the township consolidation / elimination efforts. Trustee Clarke indicated that one never knows what happens until the General Assembly adjourns.

#### **MENTAL HEALTH BOARD'S REPORT**

Trustee Heilenbach reported that he met with the Director of Public Safety to put up signage at railroad crossings to indicate suicide resource information. He mentioned a new group, THRIVE, which provides some support to Riverside Township residents, sought a discretionary grant. They will review. He noted that the next Mental Health Board meeting will be at 6:30 pm on Wednesday, April 16<sup>th</sup>.

#### **UNFINISHED BUSINESS**

##### **A) 2025-2026 Township Budget**

##### **a. Present Budget Draft for Discussion**

##### **b. Set Public Hearing – Tuesday, May 13, 2025 at 6:45 p.m.**

Supervisor Wilt explained that there was a budget laid out in the Board packets and was emailed in advance.

A Motion was made by Trustee Carroll to place the 2025-2026 budget ordinance in review for next month's meeting's approval.

MOTION: Trustee Carroll

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 Supervisor Wilt to set the budget hearing for next month, Tuesday, May 13<sup>th</sup> at 6:45 pm.

MOTION: Supervisor Wilt

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) Approve Budgetary Transfers**

Supervisor Wilt explained that she sought to transfer funds from Salaries, Communications, Town Programs, Travel Expenses - Assessor, and Education Seminars - Assessor, to other line items: Hospital/Dental/Vision, Postage, Food Pantry, Travel Expenses – Administrative, Dues – Assessor, and read out the new balances and transfers for each change.

A Motion was made by Supervisor Wilt to approve the budget transfer as presented.

MOTION: Supervisor Wilt

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

## **FYI**

- A) STATEMENT OF ECONOMIC INTERESTS - FILING DEADLINE MAY 1ST
- B) LIONS CLUB CHICKEN DINNER - SUNDAY, MAY 4TH, NOON -5 PM
- C) SHRED-A-THON - SATURDAY, MAY 17TH, 9 AM - NOON
- D) NORTH RIVERSIDE SENIOR FAIR - THURSDAY, MAY 22ND, 10 AM -NOON
- E) FOREST PRESERVE BIKE TRAIL EXTENSION THROUGH RIVERSIDE LAWN

**RECESS TO CLOSED SESSION**

**A) SALARY REVIEW FOR TOWNSHIP EMPLOYEES**

**B) ADJOURN CLOSED SESSION**

A motion was made by Trustee Clarke to move to Closed Session for the purposes of discussing personnel and related matters.

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

**RECONVENE OPEN SESSION**

**A) APPROVAL OF CLOSED SESSION RECOMMENDATIONS**

A motion was made by Trustee Clarke to reconvene the Regular Meeting.

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

A motion was made by Trustee Carroll to approve a 4% salary increase for each Township employee.

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

**APPROVAL OF WARRANTS:**

Trustee Heilenbach moved to authorize and ratify payment of the bills identified on the General Warrant for April 2025 in the amount of \$18,360.96

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

Trustee Clarke moved to authorize and ratify payment of the Utility Warrant in the amount of \$1,732.66; Payroll Warrant in the amount of \$19,921.83; Health Warrant in the amount of \$3,370.10; General Assistance Warrant in the amount of \$11,339.93; Township Radio Players Warrant in the amount of \$180.00; and the Food Pantry Warrant in the amount of \$463.58.

MOTION: Trustee Heilenbach

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

#### **PUBLIC COMMENT**

There were no public comments.

#### **ADJOURNMENT**

There being no further business to transact, Trustee Decosola moved to adjourn the meeting at 7:40 p.m.

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

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Vera A. Wilt, Township Supervisor

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Jay Reyes, Township Clerk

4-8-2025