

Historic

Riverside Township

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Vera A. Wilt, *Supervisor*

Jay Reyes, *Clerk*

Mary Jo Miller, *Assessor*

Trustees

Mary Rob Clarke

Timothy Heilenbach

Matthew J. Decosola

Kelly Navarro

**MINUTES OF THE SCHEDULED MEETING OF THE
RIVERSIDE TOWNSHIP BOARD OF TRUSTEES**

HELD ON TUESDAY, MARCH 10, 2026

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, March 10, 2026, 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 Mary Rob Clarke, Trustee Tim Heilenbach, and Trustee Kelly Navarro.

ABSENT: Trustee Matt Decosola

ALSO PRESENT: Mary Jo Miller, Township Assessor, 165 Bartram Rd., Riverside
Lindsay Morrison, 421 Repton 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 Navarro to approve the February 10, 2026 Board Meeting Minutes.

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

A Motion was made by Trustee Heilenbach to approve the March 3, 2026, Committee of the Whole Meeting Minutes.

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

COMMUNICATIONS

Clerk Reyes reported that the Township received two “thank you” notes. First, the Chicagoland Toys for Tots thanked the Board for its support in December. Additionally, Aging Care Connections thanked the Board for its support in February for a \$5,000 Community Partnership grant.

SUPERVISOR’S REPORT

Supervisor Wilt presented her report to the Board.

1) Assistance Applications

Supervisor Wilt reported that assistance applications have really increased in the past two weeks. She sensed that it was because landlords feel it is no longer winter, and they can proceed to evict people. She noted that she had spent most of her time on these issues lately.

2) Radio Players

Supervisor Wilt reported that, as reported to the board at our Committee of the Whole, the Radio Players are willing to change their May programming to present something appropriate for the 250th birthday of the United States. The Board discussed some other items to kick off what will surely be a summer of patriotic and historical events, on the 3rd Friday in May, a full week before Memorial Day Weekend.

3) Food Pantry

Supervisor Wilt reported that the Food Pantry is at a steady flow now, nothing unusual to report, except that she had an email from the gentleman who leads the Kachina group the Township contributed to. He wrote: "We plan to partner with Riverside Foods (cc'd on this email) on 4/8 to have our girls shop for provisions to stock the Riverside Food Pantry with. We are looking to spend somewhere in the neighborhood of \$2,000 to \$3,000 on provisions." I have replied twice to his email to make sure I read that amount correctly, but I have not heard back. They asked if someone can be here to accept the food on that evening and talk to the girls, and Supervisor Wilt noted that she would certainly be here to receive them.

4) Property Tax Receipts

Supervisor Wilt reported that some 2025 tax proceeds have come in so far this month, even with bills only posted about 2 weeks and mailed about 10 days ago. Some money from prior years was also deposited today, so the Township has received about \$22,000 to the General Fund beyond what the financials for the end of February show.

ASSESSOR'S REPORT

Assessor Mary Jo Miller reported that applications for Senior Freeze, Disabled Veterans, and others were available online and others would be mailed out. She noted that first installment bills were due on April 1st, but refunds were not yet available due to software errors, explaining that the application online did not work. She explained that she had referred various seniors to the community support programs at the Township.

Trustee Navarro asked about due dates for post marking. Assessor Miller explained new postmark rules at the Post Office that allow for the delay of mailings.

TRUSTEE REPORTS

Trustee Clarke reported that the exercise classes were going well. She also noted that she would have a Senior Lunch tomorrow in celebration of St. Patrick's Day.

MENTAL HEALTH BOARD'S REPORT

Trustee Heilenbach reported that the "Kids Are Not Alright" Program was a success, thanking participants and Riverside TV for recording it and posting it to YouTube. He thanked and commended the programs partners, also noting that the next Mental Health Board meeting would be the following Wednesday at Township Hall.

UNFINISHED BUSINESS

A. Discussion of America 250 Commemoration

Supervisor Wilt inquired about the Boards thoughts for American 250 Commemoration. Trustee Heilenbach urged putting it onto next month's agenda as well, for additional input.

NEW BUSINESS

A) Approve Annual Town Meeting Agenda

Supervisor Wilt reminded the Board of the April deadline for the agenda for the Annual Town Meeting on April 14th and asked the Board for approval of the Agenda.

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

MOTION: Trustee Clarke

SECOND: Trustee Navarro

ROLL CALL: Clarke – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes

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

B) Special Event Requests

a. Harvest Bingo, Saturday, October 3rd

Supervisor Wilt introduced the request from the Riverside Public Library for use of the Township Building.

A Motion was made by Trustee Heilenbach to approve the request and waive the fees, except the usual insurance and related requirements.

MOTION: Trustee Heilenbach

SECOND: Trustee Navarro

ROLL CALL: Clarke – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes

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

C) Lions Club Chicken Dinner, Place Mat Ad

Supervisor Wilt introduced the request from the Riverside Lions Club to purchase a place mat ad for their upcoming Lions Club Chicken Dinner in the amount of \$200.00

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

MOTION: Trustee Navarro

SECOND: Trustee Clarke

ROLL CALL: Clarke – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes

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

FYI

A. North Riverside Senior Fair – Tuesday, May 19th

APPROVAL OF WARRANTS:

Trustee Heilenbach moved to authorize and ratify payment of the bills identified on the General Warrant for March 2026 in the amount of \$25,239.96.

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

Trustee Heilenbach moved to authorize and ratify payment of the Utility Warrant in the amount of \$2,710.24; Payroll Warrant in the amount of \$17,844.71; Health Warrant in the amount of \$3,656.00; General Assistance Warrant in the amount of \$11,959.78; Community Partnerships in the amount of \$22,800.00; Township Radio Players Warrant in the amount of \$180.00 and the Food Pantry Warrant in the amount of \$532.54.

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

PUBLIC COMMENT

Lindsay Morrison, from Friends of the Library thanked the Board for their support.

ADJOURNMENT

There being no further business to transact, Trustee Clarke moved to adjourn the meeting at 7:23 p.m.

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

Vera A. Wilt, Township Supervisor

Jay Reyes, Township Clerk

3-10-2026