

Historic

# Riverside Township

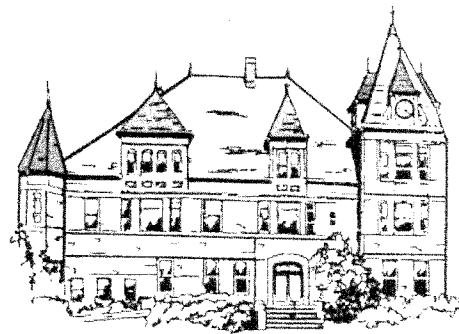
27 Riverside Road - Riverside, IL 60546

Township - (708) 442-4400

Fax - (708) 447-0302

Assessor - (708) 447-7700

Fax - (708) 447-6442



[www.riversidetownship.org](http://www.riversidetownship.org)

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, JUNE 9, 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, June 9, 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 Matt Decosola.

**ABSENT:** Trustee Timothy Heilenbach, Trustee Kelly Navarro

**ALSO PRESENT:** MICHAEL J. HAYES, TOWNSHIP COUNSEL  
Mary Jo Miller, Township Assessor, 165 Bartram Rd., Riverside, IL

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 Clarke to approve the May 12, 2026 Public Budget Hearing Minutes.

MOTION: Trustee Clarke  
SECOND: Trustee Decosola  
ROLL CALL: Clarke – Yes; Decosola – Yes; Supervisor Wilt - Yes  
VOICE VOTE: Yes – 3      No - 0      Abstention – 0 MOTION CARRIED

A Motion was made by Trustee Decosola to approve the May 12, 2026 Regular Board Meeting Minutes.

MOTION: Trustee Decosola  
SECOND: Trustee Clarke  
ROLL CALL: Clarke – Yes; Decosola – Yes; Supervisor Wilt - Yes  
VOICE VOTE: Yes – 3      No - 0      Abstention – 0 MOTION CARRIED

## **COMMUNICATIONS**

Clerk Reyes reported that the Township received communications from Kathy Doubek, thanking the Township for donating the patient transport chair. She sent a \$25 donation, which was applied to the Food Pantry fund.

## **SUPERVISOR'S REPORT**

Supervisor Wilt presented her report to the Board.

### **1. Swinging Bridge Re-Dedication**

Supervisor Wilt informed the Board that the Re-dedication of the bridge went well on Friday, May 15th. She noted that while there were limited people in attendance, Riverside TV taped the brief ceremony for others to see. The saxophone player of the Riverside Brookfield Jazz Ensemble played the national anthem to start. Supervisor Wilt then spoke briefly about the history of the bridge, its namesake and that the re-dedication marked the kick-off to the 250th birthday celebration of our nation. She cut a ribbon, and walked across the bridge, and then came back to the auditorium where there was a collection of refreshments while the Jazz Ensemble played some lovely music, up to a short time before the Radio Players performance. As people gathered for the Radio Players, they were pleasantly surprised by the refreshments available, and as their finale, the musicians led us in "Happy Birthday" to the USA. The Radio Players two programs included one about Luigi, an immigrant, and a 4th of July program, so that tied it all together as Americana for the evening. She thanked Trustee Decosola for set up and clean up and general help with the event, and Trustee Clarke who brought table

decorations and food, and coordinated much of the event. She appreciated their help in making that evening a very nice contribution to America's Semiquincentennial celebration.

## 2. Re-dedication Plaque

Supervisor Wilt noted that the North Riverside Public Works director and crew have mounted the plaque which now graces the Riverside Township Residents' Pedestrian Bridge. As always on social media, there was at least one comment questioning why the Township needed help, but she resisted responding. At the Supervisor's request, the NR Village Administrator granted this one-time permission for the Public Works Department to help. She noted that they did it very professionally and it only took a short time to measure and assure it matched the placement of the other plaque, and to drill the holes and mount it. Supervisor Wilt thanked them for their help.

## 3. North Riverside Senior Fair

Supervisor Wilt reported that on May 19th, the Township participated in the North Riverside Senior Fair, along with the Assessor's Office and the Community Resource Center. There was a steady flow of visitors that allowed more one-on-one encounters than when there is a big mob at the beginning.

## 4. Food Pantry

Supervisor Wilt explained that the Food Pantry has been coasting on donations last month, with no added purchases needed. Last week, the Township began giving out vouchers to the Village of Riverside's Farmers' Market, which started on June 3rd. Much to the Supervisor's surprise that afternoon, 7 vouchers had already been redeemed.

## 5. General Assistance

Supervisor Wilt noted that she added two new General Assistance clients in the past month, and ended benefits for two others whose income rose due to full time employment and receipt of disability benefits. She also approved one Emergency Assistance case and has a pending application for one more.

## 6. IMRF

Supervisor Wilt explained that the IMRF notified the Township of a shortfall in contributions to a recent retiree's account, so on the warrants there will be an additional payment to IMRF. She noted that there will likely need a budgetary transfer eventually as that extra payment was not anticipated. The shortfall was due to an error during a year when the position had a salary increase and the former administrator did not account for it in the monthly contributions.

## 7. Architectural Firm

Supervisor Wilt informed the Board that this week she received the budget cost summary from the architectural firm to give some idea of the cost of restroom renovations. She noted that the contractor division estimate was over \$191,000, a figure to keep in mind as the Board plans our projects.

## 8. Special Use Permits

Supervisor Wilt informed the Board that she reviewed the language of our Special Usage rules and rental items and found a few sections where language can express our limited fee waivers. She urged the Board, before re-publishing, to see if there are any edits, including pricing. She provided the Board with a copy of the changed language.

#### **9. Cook County Tax Bills**

Supervisor Wilt noted that she received notice that the county would be sending out tax bills two months late and therefore were offering bridge loans for property tax revenue that would be late.

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

Assessor Mary Jo Miller reported that tax bills were due by Illinois law on August 1<sup>st</sup>. She noted that two months late would be due in October. Trustee Decosola asked if the delay was due to the software problem from last year, and Assessor Miller explained that it was.

Assessor Miller also noted that she had record outreach to the community, with 301 in office appeals, with over 500 mailings and 781 residents assisted. She noted that there was a community outreach event in May to help residents as well. She explained that the Cook County Board of Review would give another opportunity to appeal later this summer if residents missed this deadline.

#### **TRUSTEE REPORTS**

Trustee Decosola thanked Supervisor Wilt and Trustee Clarke for their help and work on the bridge re-dedication. He also thanked the North Riverside Department of Public Works for their assistance in mounting the plaque.

Trustee Clarke reported that some members of the Board attended the North Riverside Mayor's Golf Outing, which raised scholarships funds for area high school students. She noted that the TOCC event would take place in Rosemont in June. She also would host the TOCC Mental Health breakout session, with a speaker from Lyons to discuss their efforts to address mental health. She noted that there would be an AI session in July.

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

Supervisor Wilt noted that the Mental Health Board report was in the Board packets.

#### **UNFINISHED BUSINESS**

##### **A. Discussion of Changes to Town Hall Room Rental Policy**

Supervisor Wilt introduced the updated language to the proposed policy draft. Trustee Clarke proposed additional changes to the language. Trustee Decosola asked whether the fee schedule was listed on the website and Supervisor Wilt explained that it was.

## **NEW BUSINESS**

### **A) Special Event Requests**

#### **a. Birthday Party – Saturday, July 11<sup>th</sup>**

Supervisor Wilt introduced two special event requests, because they wanted to serve alcohol. She explained that the first request was for a Riverside resident that wanted to host a birthday party.

A Motion was made by Trustee Clarke to approve the request for the birthday party, subject to the usual rules and requirements.

MOTION: Trustee Clarke

SECOND: Trustee Decosola

ROLL CALL: Clarke – Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 3      No - 0      Abstention – 0 MOTION CARRIED

#### **b. Quinceanera – Saturday, July 18<sup>th</sup>**

Supervisor Wilt introduced the second request, a Quinceanera. Trustee Clarke asked about the length of time for the event. Trustee Decosola asked why the name of the contact person and the email address listed different names.

A Motion was made by Trustee Clarke to approve the request after confirming the information requested.

MOTION: Trustee Clarke

SECOND: Trustee Decosola

ROLL CALL: Clarke – Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 3      No - 0      Abstention – 0 MOTION CARRIED

## **FYI**

### **A) TOCC Annual Conference - Thursday, June 18<sup>th</sup>**

### **B) Independence Day Parades**

## **APPROVAL OF WARRANTS:**

Trustee Decosola moved to authorize and ratify payment of the bills identified on the General Warrant for June 2026 in the amount of \$24,987.29.

MOTION: Trustee Decosola

SECOND: Trustee Clarke

ROLL CALL: Clarke – Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 3 No - 0 Abstention – 0 MOTION CARRIED

Trustee Decosola moved to authorize and ratify payment of the Utility Warrant in the amount of \$1,911.94; Payroll Warrant in the amount of \$19,140.74; Health Warrant in the amount of \$3,656.00; General Assistance Warrant in the amount of \$13,979.35; Township Radio Players Warrant in the amount of \$180.00; and the Food Pantry Warrant in the amount of \$190.00.

MOTION: Trustee Decosola

SECOND: Trustee Clarke

ROLL CALL: Clarke – Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 3 No - 0 Abstention – 0 MOTION CARRIED

#### **PUBLIC COMMENT**

There was no public comment.

#### **ADJOURNMENT**

There being no further business to transact, Trustee Decosola moved to adjourn the meeting at 7:35 p.m.

MOTION: Trustee Decosola

SECOND: Trustee Clarke

ROLL CALL: Clarke – Yes; Decosola – Yes; Supervisor Wilt - Yes

VOICE VOTE: Yes – 3 No - 0 Abstention – 0 MOTION CARRIED

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Vera A. Wilt, Township Supervisor

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Jay Reyes, Township Clerk

6-9-2026