

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*

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, AUGUST 11, 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, August 11, 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, Trustee Mary Rob Clarke, Trustee Timothy Heilenbach, Trustee Kelly Navarro.

ABSENT: Clerk Jay Reyes, Trustee Matt Decosola

ALSO PRESENT: Mary Jo Miller, Township Assessor, 165 Bartram Road, Riverside
Michael J. Hayes, Township Attorney, 332 Herrick Road, Riverside
Judy Mantel, 273 Nuttall Road, Riverside
Douglas Asbury, 116 Scottswood Road, 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 Heilenbach to approve the July 14, 2026, Regular Board Meeting Minutes.

MOTION: Trustee Heilenbach

SECOND: Supervisor Wilt

Correction: Trustee Clarke noted on page 3, under Trustee Reports, that she ran 1 Mental Health Session, not 2 as noted.

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

VOICE VOTE: Yes – 3 No - 0 Abstention – 1 MOTION CARRIED

NEW BUSINESS

A) Community Partnerships

a. PeopleCare Inc.

A request was made by PeopleCare for \$14,000 to continue their service to the community.

A Motion was made by Trustee Heilenbach to approve the Community Partnership to PeopleCare, Inc for \$14,000.00.

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

b. North Riverside Parks & Recreation

A request was made by North Riverside Parks and Recreation for \$4,700 for entertainment at the North Riverside Autumn Fest.

A Motion was made by Trustee Heilenbach to approve the Community Partnership to The North Riverside Parks and Recreation Autumn Fest on Friday, September 18, 2026, for \$4,700.00

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. Little Food Pantry

A request for \$6,000 was made by the Little Food Pantry to help fill their shelves.

A Motion was made by Trustee Navarro to approve the Community Partnership to The Little Food Pantry for \$6,000.

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

B) Special Event Requests

a. Olmsted Society Annual Meeting

The Olmsted Society requested the Auditorium and Room 22 for their Annual meeting on Friday, January 15, 2027. It was noted that they were also requesting that rental fees be waived.

A Motion was made by Trustee Navarro to grant this request and the waiving of rental fees, as long as the security deposits were paid and the proper insurance obtained.

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

b. Birthday Party – March 6, 2027

A request was made to use the Auditorium and Kitchen for a 50th Birthday Party from 7:30 pm – 11:30 pm.

A Motion was made by Trustee Navarro to grant this request as long as the proper insurance is obtained and all fees were paid.

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

C) North Riverside Chili Cook-off Participation

The Township will participate in the North Riverside Chili Cook-off. Trustee Heilenbach will make the Chili.

A Motion was made by Trustee Navarro to participate in the North Riverside Chili Cook-off.

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

D) Cook County Concerns & Requests Regarding Riverside Lawn

A brief discussion was held regarding safety and crime concerns in the Riverside Lawn area, as raised by the Cook County Sheriff's Department in an email to Supervisor Wilt. Discussion

further included if new construction is permitted in Riverside Lawn and what kind of jurisdiction other governmental agencies have over the area. No action was taken, and further discussion was tabled until the next Committee of the Whole Meeting.

E) New Liaison To Mental Health Board

A discussion ensued about a new Township Liaison to the Mental Health Board. Due to health reasons, Trustee Heilenbach wishes to step down as Liaison after 13 years of service to the Mental Health Board.

Supervisor Wilt asked if any Trustees are interested in the position, to let her know after the meeting.

No action was taken.

COMMUNICATIONS

THERE WERE NO COMMUNICATIONS

SUPERVISOR'S REPORT

Supervisor Wilt presented her report to the Board.

1. Nurse's Closet

Supervisor Wilt reported that there were a few days when the office was busy with requests.

2. Cancelled Rental Requests

Supervisor Wilt noted that there were several rental requests, which the Board had approved, where the requestor did not provide the payment or insurance information and as a result the requests were cancelled.

3. Fourth of July Parades

Supervisor Wilt reported that the beads provided to constituents at the various Fourth of July parades were very popular and that there was such a demand that they ran out of them by the end of a parade route.

4. Farmers' Market Vouchers

Supervisor Wilt informed the Board that the Farmers' Market vouchers have been distributed to 50 households up to Monday of this week, for a total of 248 vouchers in circulation. She noted that the weather did not cooperate for two weeks in a row, so the market closed very early for one week as a storm came in and some vendors who did not close lost their tents in the high wind. She noted that the Farmers' Market was called off entirely the next week as the weather threatened and numerous vendors would not risk setting up. She explained that with only 4 weeks of full markets, there have only been 41 vouchers redeemed. She expected the rest of the season to go more smoothly. She noted that many of our clients wait until there is more variety, so she expected more utilization later in the season.

5. Cook County Sheriff

Supervisor Wilt reminded the Board that she forwarded a communication from the Cook County Sheriff's Police, voicing concerns about some activity in Riverside Lawn, which they patrol. She noted that they have made some suggestions to counter the activity and proposed the matter be discussed at a Committee of the Whole meeting in September.

ASSESSOR'S REPORT

Assessor Mary Jo Miller reported

- The Board of Review is open from August 3 - September 1, 2026.
- There are 2 reach out sessions
- There is no information on when Tax Bills will be mailed out.
- The home on Stanley in Riverside Lawn has permits from Cook County and is being inspected by Proviso Township.
- Riverside Lawn is governed by Cook County Land Bank, The unincorporated property Division.

TRUSTEE REPORTS

Trustee Navarro – No Report

Trustee Clarke –

- Attended the Supervisor and Trustee Seminar on Friday, August 8th, in Springfield. There was a good session on FOIAs. Everyone should use a township email address.
- Registration for the November TOI Educational Conference is open.
- In 2027 and 2028 the TOI Educational Conference will move to Champaign, IL
- The senior exercise class continues to go well.

MENTAL HEALTH BOARD

Trustee Heilenbach – No Report (Mental Health Board does not meet in July and August)

FYI

A) Registration open for the TOI Annual Conference – November 9-11, 2026

APPROVAL OF WARRANTS

Trustee Navarro moved to authorize and ratify payment of the bills identified on the General Warrant for August 2026 in the amount of \$19,635.09

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

Trustee Navarro moved to authorize and ratify payment of the

Utility Warrant – \$1,719.53

Payroll Warrant – \$19,585.61

Health Warrant – \$3,781.06

General Warrant – \$9,829.89

Food Pantry Warrant – \$966.51

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

PUBLIC COMMENT

There were no Public Comments.

ADJOURNMENT

There being no further business to transact, Trustee Navarro moved to adjourn the meeting at 8:19 PM.

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

Vera A. Wilt, Township Supervisor

Mary Rob Clarke, Acting Clerk on August 11, 2026