Historic
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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, OCTOBER 13, 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, October 13, 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, Trustee Timothy Heilenbach, Trustee Kelly Navarro.

ABSENT:

ALSO PRESENT: Michael Hayes, Legal Counsel
Mary Jo Miller, Township Assessor, 165 Bartram Road, Riverside
Adam Wilt, 511 Longcommon Road, Riverside
Amy Jacksic, 340 Olmsted Road, Riverside
Joseph DeRosier, 8015 W. 26th Street, North Riverside
Melinda Lehman, 266 Lionel Road, Riverside
Christine Carr, 101 E. Quincy Street, 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 Clarke to approve the September 8, 2026 Regular Board Meeting Minutes.

MOTION:	Trustee Clarke
SECOND:	Trustee Navarro
ROLL CALL:	Clarke – Yes; Decosola – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes
VOICE VOTE:	Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

COMMUNICATIONS

Clerk Reyes read a "Thank You" note from Riverside Presbyterian Church Little Food Pantry, thanking the Board for their support.

SUPERVISOR'S REPORT

Supervisor Wilt presented her report to the Board.

1. Food Pantry

Supervisor Wilt informed the Board that Food Pantry continues to have steady utilization. The Farmers' Market ended last week, with a total of 375 vouchers redeemed for an expenditure of $1875. A total of 700 vouchers had been distributed. The last day had 66 vouchers redeemed, more than any other day. She noted that tonight's agenda included an item for the Board to decide on whether to approve holiday gift cards.

2. Nurse's Closet

Supervisor Wilt reported that the Township saw substantial utilization of the Nurse's closet.

3. Riverside Person of the Year

Supervisor Wilt reported that she and various Board members attended the Riverside Person of the Year dinner on September 10th.

4. North Riverside's Autumn Fest

Supervisor Wilt expressed disappointment at missing the North Riverside Autumn Fest and sought feedback from Board members who attended.

5. Riverside Radio Players

Supervisor Wilt reported that on September 25th, she attended the first Radio Player's presentation of the season. She informed the Board that there was to be a change in leadership and participation for the Radio Players and they would seek changes in their compensation process.

6. Shred-A-Thon Event

Supervisor Wilt noted that the paper shredding event on October 3rd was less utilized than usual but still had moderate turnout on a beautiful day with many other events going on. She reported that she reserved a truck for May 1, 2027, and October 9, 2027. She sought feedback from the Board on the date selection.

7. Riverside Trunk-or-Treat event

On October 8th, Supervisor Wilt represented the Township in the Riverside Trunk-or-Treat event, and handed our little Halloween bubble wands instead of candy. She realized that some children probably came by more than once. She noted the event was a success, handing out 500 sets of bubble wands within an hour and 22 minutes.

8. Medicare Seminar

Supervisor Wilt informed the Board that Shawn Lewis from the Community Resource Center, who works for Aging Care Connections, offered a seminar on Medicare enrollment for seniors on October 9th. Unfortunately, the Supervisor was with clients and could not attend, but she noted that about only 6 people attended.

Trustee Decosola inquired about the status of the Food Pantry's dispensary. Supervisor Wilt noted that the Food Pantry has now utilized the majority of the stock provided from donations and has now expended resources and shopped for needed items.

Trustee Clarke inquired about the shred event dates.

Trustee Navarro asked whether Food Pantry users had the opportunity to "shop" for items they wanted and needed. Supervisor Wilt explained that a lack of space prevented such a setup. She reminded the Board that other food pantries in the area provide such services.

ASSESSOR'S REPORT

Assessor Mary Jo Miller reported that October 1st was the deadline for tax bills being due. Her office is processing corrections and following up with the county on refunds, and there are many of them. She noted that the county seems to be prioritizing senior and related refunds.

She reported that she attended the Assessor's Meeting, sponsored by the Illinois Treasurer and Township Officials of Cook County. She appreciated the availability of the training courses and found them informative.

Finally, she reported that she attended the Riverside Radio Players program and enjoyed the event. She noted that it was a well-attended event and found it to be a "little gem" in Riverside.

TRUSTEE REPORTS

Trustee Decosola reported that he attended the Shred-A-Thon event and a TOIRMA event, noting how many funds they return back to the townships.

Trustee Heilenbach noted that he attended the Shred-A-Thon event, noting that participation was lighter than usual. He thanked Trustee Decosola and his family for their participation. He also reported that he participated in the North Riverside Autumn Fest, noting that it was a fun event. He thanked Trustee Clarke and Assessor Miller for their participation as well.

Trustee Clarke reported that she also attended Autumn Fest and that the Township's chili should have won the cook-off competition. She reported that she attended the TOCC Trustee Dinner and they would begin having Trustee meetings. She would also attend the November educational conference from November 9-11th.

She also reported that the exercise class was going well.

MENTAL HEALTH BOARD REPORTS

Supervisor Wilt noted that there was not yet a Mental Health Board report for the month but would see a presentation from them at tonight's meeting.

NEW BUSINESS

A) Presentation from Mental Health Board.

Supervisor Wilt introduced Adam Wilt, President of the Riverside Township Mental Health Board. Mr. Wilt recognized Christine Carr, Melinda Lehman, and Joseph DeRosier, in attendance as members of the Mental Health Board. He noted that the Board has been working to coordinate more carefully with organizations providing services in Riverside Township.

Mr. Wilt noted that a variety of the organizations offer varying services in the Township. He explained that the Board is a "708" board (named after the House Resolution that created them), that offers an array of behavioral health services and explained which they were. He also informed the Board of their coordination with local mental health and addiction treatment agencies serving Riverside residents and local first responders, advocating for those with behavioral health needs.

Mr. Wilt also reported on the events that the Mental Health Board participates with including the Health and Wellness Fair, the North Riverside Senior Fair, and other events such as crisis intervention and mental health first aid trainings. He explained that they coordinate services with CSS, Seguin, Pillars, Helping Hand, The Way Back Inn, and Thrive.

Trustee Decosola thanked Mr. Wilt for the presentation and the services provided. He asked whether the Board continues to provide first responder training. Mr. Wilt reported that they did and that the trainings are staggered because of the length of the trainings offered (40 hours). He noted that the continuing education trainings are only 1 hour.

Trustee Decosola further inquired if other townships are still creating Mental Health Boards. Mr. Wilt noted that there were still boards being developed and that the size of the township makes a big difference, with larger townships having larger levies and their budgets allow for staff and other services.

Trustee Navarro asked which program was the most funded from their levy. Mr. Wilt noted that Pillars, which likely was the largest supported group, had a wide variety of support programs and therefore received the most. Trustee Navarro asked whether the Mental Health Board funded a counselor and Mr. Wilt clarified that they did not fund a counselor directly, but instead funded an organization that provided a counselor.

Trustee Clarke asked whether the first responders the Mental Health Board serves required additional trainings on mental health needs. Mr. Wilt explained that collaboration is a crucial component to the trainings for first responders and previously were not included. Now, social workers, 911 operators, and others are part of those trainings.

Finally, Mr. Wilt thanked and presented Trustee Heilenbach with a commemorative gift for his years of service to the Mental Health Board.

B) Special Event Request- Hauser PTA Trivia Night, Nov. 6th

Supervisor Wilt introduced a special event request from Hauser PTA for a Trivia Night event. She noted that the event would serve alcohol and would require customary insurance.

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

MOTION:	Trustee Clarke
SECOND:	Trustee Heilenbach
ROLL CALL:	Clarke – Yes; Decosola – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes
VOICE VOTE:	Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

C) Township Health Insurance Renewal

Supervisor Wilt introduced the item, noting that the Township agent had shopped for the best plan available. She explained that all plan premiums had gone up and the services offered decreased. She noted that the new plan would give staff a new, third option.

A Motion was made by Trustee Heilenbach to approve the new Blue Cross Blue Shield Township Health Insurance Plan offerings.

MOTION:	Trustee Heilenbach
SECOND:	Trustee Decosola
ROLL CALL:	Clarke – Yes; Decosola – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes
VOICE VOTE:	Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

D) 2027 Township Meeting Dates & Holidays

Supervisor Wilt introduced the proposed calendar for the 2027 Township Meeting dates and holidays. She noted that the meeting would happen on the second Tuesday of the month, with some exceptions, where there would be conflicts with noted Township participation events.

A Motion was made by Trustee Navarro to approve the new calendar.

MOTION:	Trustee Navarro
SECOND:	Trustee Decosola
ROLL CALL:	Clarke – Yes; Decosola – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes
VOICE VOTE:	Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

E) Purchase Holiday Gift Cards for Food Pantry Recipients

Supervisor Wilt explained that last year the Township offered one gift card during the holiday, which could be taken either in November or December. She asked the Board to consider continuing the program.

A Motion was made by Trustee Navarro to approve the continuation of the gift card program, authorizing the purchase of up to 100 gift cards for food pantry clients in the amount of $75 each.

MOTION:	Trustee Navarro
SECOND:	Trustee Heilenbach
ROLL CALL:	Clarke – Yes; Decosola – Yes; Heilenbach – Yes; Navarro – Yes; Supervisor Wilt - Yes
VOICE VOTE:	Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

F) Riverside Holiday Stroll Registration & Township Program

Supervisor Wilt explained that the Holiday Stroll this year would require an online registration. She sought feedback from the Board on their desire for this year's festivities. She reminded the Board that last year's reptiles were a big hit. There were various other suggestions.

FYI:

A) ANNUAL TREASURER'S REPORT

B) TOI ANNUAL EDUCATIONAL CONFERENCE - NOVEMBER 9 - 11TH

APPROVAL OF WARRANTS:

Trustee Decosola moved to authorize and ratify payment of the bills identified on the General Warrant for October 2026 in the amount of $30,608.70.

MOTION: Trustee Decosola

SECOND: Trustee Clarke

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

VOICE VOTE: Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

Trustee Decosola moved to authorize and ratify payment of the Utility Warrant in the amount of $1,411.43; Payroll Warrant in the amount of $22,262.84; Health Warrant in the amount of $3,656.00; Petty Cash in the amount of $169.50; Radio Players Warrant in the amount of $240.00; General Assistance Warrant in the amount of $12,604.89; and the Food Pantry Warrant in the amount of $2,359.97.

MOTION: Trustee Decosola

SECOND: Trustee Navarro

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

VOICE VOTE: Yes – 5 No - 0 Abstention – 0 MOTION CARRIED

PUBLIC COMMENT

Amy Jacksic, a Riverside resident and member of the Friends of the Library. She thanked the Board for waiving the rental fee for the event. She noted that event raised $6,200, most of which would be used for the accessibility ramp at the building.

ADJOURNMENT

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

MOTION: Trustee Navarro

SECOND: Trustee Clarke

ROLL CALL: Clarke – Yes; Decosola – Yes; Heilenbach – Yes; Navarro – 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

10-13-2026