

**BOARD OF TRUSTEES MEETING  
TUESDAY, MARCH 1, 2022  
7:00 P.M.  
AGENDA NO. 2022-03-01**

CALL TO ORDER BY

*Mayor Ronald J. Gardiner*

PLEDGE OF ALLEGIANCE

ROLL CALL BY CLERK

*Sandra M. Washington*

Consideration of and possible actions on any requests for remote participation in the meeting.

TREASURER'S REPORT

1. Bills Payable Corporate in the amount of \$98,913.55, Sewer and Water \$15,927.67, Motor Fuel tax \$13,376.72, Glenwoodie Golf Course \$10,628.87, State Forfeiture Fund \$4,152.46, TIF Industrial \$253,309.61, TIF Halsted South \$1,726.36,  
**TOTAL ALL FUNDS \$398,035.24**
  
2. Payroll as of the date February 25, 2022, Corporate in the amount of \$104,446.00, Sewer & Water \$15,179.00, Elected Positions \$5,833.00, Glenwoodie \$7,388.00,  
**OVERTIME**: Police \$6,038.00, Sewer & Water \$2,012.00, Public Works OT \$1,083.00  
**TOTAL PAYROLL \$141,975.00**

OPEN TO PUBLIC

COMMUNICATIONS

MAYOR'S OFFICE:

1. Approval of an Ordinance amending Division 5 of Article III of Chapter 2 of the Village of Glenwood's Code of Ordinances to Establish the Office of Director of Human Resources.
  
2. Discussion of New Cyber Coverage Quote/Proposal- Bob Davidson Assurance
  
3. Approval of Request for Executive Closed Session under Section 2 (c ) (1) Personnel with action to be taken and reason to reconvene at the end of the meeting.
  
4. Approval naming the Chicago Southland and Visitor's Bureau as our Convention and Visitor's Bureau of record.
  
5. Appointments

BOARD MEETING AGENDA  
March 1, 2022  
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VILLAGE ATTORNEY

*John F. Donahue*

1. Report

VILLAGE ADMINISTRATOR

*Brian D. Mitchell*

1. Report

DEPARTMENT REPORTS:

Police Report

Chief Derek Peddycord

1. Report

2. Request to dispose of surplus vehicle, Exhibit A. a 2005 Ford E 250 Super Duty Cargo Van: VIN 1FTNS24W74HA50394

NEW BUSINESS

OLD BUSINESS

ADJOURNMENT

Sincerely,

*Ronald J. Gardiner (CW)*

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Ronald J. Gardiner  
Village President

Posted and distributed 02/25/2022.

ACS FINANCIAL  
02/25/2022 09:44:25 Schedule of Bills by (Fnd/Dpt) VILLAGE OF GLENWOOD  
GL050S-V08.17 COVERPAGE  
GLS40R

Report Selection:

RUN GROUP... 030122 COMMENT... BOARD MEETING 03/01/2022

DATA-JE-ID DATA COMMENT  
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W-03012022-945 BOARD MEETING 03/01/2022

Run Instructions:

Jobq Banner Copies Form Printer Hold Space LPI Lines CPI CP SP RT  
L 01 PRT08 N S 6 066 10

Schedule of Bills by (Fnd/Dpt)  
BY FUND AND DEPT (APL PLN) A/P

| VENDOR NAME<br>DESCRIPTION   | AMOUNT   | ACCOUNT NAME  | FUND & ACCOUNT CLAIM                                     | INVOICE  | PO# | F/P ID LINE  |
|--|--|---|--|--|-----|--|
| AAAA STANDARD APPROVAL PLAN<br>CORPORATE FUND  |  | *****   |  |  |     |  |
| BALANCE SHEET  |  |   |  |  |     |  |
| DEARBORN LIFE INSURANCE<br>03/01/2022-03/31/2022 F2  | 860.64   | VOLUNTARY EMPLOYEE DED  | P 01.000.2119  | 204540 03/01/2022  |     | P 945 00026  |
| DELTA DENTAL PLAN OF ILL<br>02/01/2022-02/28/2022  | 147.15   | VOLUNTARY EMPLOYEE DED  | P 01.000.2119  | 204479 1526250   |     | P 945 00034  |
| HEALTH EQUITY<br>HSA DIRECT DEPOSIT  | 553.84   | VOLUNTARY EMPLOYEE DED  | P 01.000.2119  | 204541 02/25/2022  |     | P 945 00046  |
| R & D RESTORATION, LLC<br>1034 NEVADA  | 200.00   | BUILDING REPAIR ESCROW  | 01.000.2132  | 204464 02102022  |     | P 945 00072  |
| SHEEPDOG FIREARMS<br>CHRISTOPHER BURKE   | 582.36   | POLICE WEAPONS RECVELE  | 01.000.1124  | 204542 02/14/2022  |     | P 945 00091  |
|  | 2,343.99   |   |  |  |     |  |
| ADMINISTRATION   |  |   |  |  |     |  |
| CHICAGO SOUTHLAND CHAMBE<br>BUSINESS BUILDER MBRSP.<br>NEW BUSINESS BUILDER<br>SPONSOR TABLE OF 10                         | 700.00<br>700.00<br>550.00<br>1,950.00               | DUES SUBSCRIPT. MEMBERSH<br>DUES SUBSCRIPT. MEMBERSH<br>TRAVEL LODGING MEALS - M<br>*VENDOR TOTAL | 01.100.9140<br>01.100.9140<br>01.100.9182                | 204507 21335<br>204508 1154<br>204509 21146                            |     | P 945 00013<br>P 945 00011<br>P 945 00012                |
| DEARBORN NATIONAL LIFE<br>03/01/2022-03/31/2022  | 16.50  | GROUP INSURANCE AND HOSP  | 01.100.9160  | 204539 03/01/2022  |     | P 945 00027  |
| MARTIN WHALEN OFFICE SOL<br>PRINTERS   | 232.95   | COMPUTER-PROGRAMS & EQUI  | 01.100.9634  | 204482 IN3349335   |     | P 945 00050  |
| PITNEY BOWES<br>TRAINING LETTER FOLDER   | 708.50   | POSTAGE   | 01.100.9114  | 204523 1020081605  |     | P 945 00068  |
| ROBINSON ENGINEERING,LTD<br>COTTAGE GROVE TRUCK PARK<br>2022 MISC ENGRG<br>DIST 167 PLAYGROUNDS<br>IL394 MIXED DEVELOPMENT | 103.75<br>633.00<br>1,034.75<br>2,829.51<br>4,601.01 | ENGINEER SERVICES<br>ENGINEER SERVICES<br>ENGINEER SERVICES<br>ENGINEER SERVICES<br>*VENDOR TOTAL | 01.100.9685<br>01.100.9685<br>01.100.9685<br>01.100.9685 | 204528 21R0907<br>204529 22020220<br>204530 22R0284<br>204532 22020214 |     | P 945 00082<br>P 945 00088<br>P 945 00083<br>P 945 00085 |
| SHARK SHREDDING, INC.<br>SHREDDING   | 63.60  | OFFICE SUPPLIES   | 01.100.9111  | 204490 54887   |     | P 945 00090  |

| VENDOR NAME<br>DESCRIPTION                      | AMOUNT   | ACCOUNT NAME             | FUND & ACCOUNT CLAIM | INVOICE             | PO# | F/P ID LINE |
|---|----------|--------------------------|----------------------|---------------------|-----|-------------|
| AAAA STANDARD APPROVAL PLAN<br>CORPORATE FUND   |          | *****                    |                      |                     |     |             |
| ADMINISTRATION                                  |          | *****                    |                      |                     |     |             |
| TRAVELERS                                       |          | *****                    |                      |                     |     |             |
| PAID LOSS RECOVERY FEES                         | 1,126.00 | LIABILITY INSURANCE      | 01.100.9171          | 204536 2266421      |     | P 945 00098 |
|   | 8,698.56 | *****                    |                      |                     |     |             |
| PUBLIC WORKS                                    |          | *****                    |                      |                     |     |             |
| A BETTER DOOR & WINDOW<br>TRANSMITTERS          | 200.00   | REPAIR/MAINT MUNICIPAL B | 01.300.9430          | 204493 81264        |     | P 945 00002 |
| AIRGAS NORTH CENTRAL , I<br>CYLINDERS           | 34.93    | REPAIR/MAINT-GEN TOOLS/E | 01.300.9425          | 204494 9985748896   |     | P 945 00003 |
| CYLINDERS                                       | 569.14   | REPAIR/MAINT-GEN TOOLS/E | 01.300.9425          | 204495 9986281478   |     | P 945 00004 |
|   | 504.07   | *VENDOR TOTAL            |                      |                     |     |             |
| C & M PIPE & SUPPLY CO.<br>MANHOLE COVER HOOK   | 210.00   | PURCHASE-GENERAL TOOLS/E | 01.300.9550          | 204496 18180        |     | P 945 00009 |
| COM ED<br>0283059209                            | 1,045.27 | ENERGY STREET LIGHTING   | 01.300.9221          | 204455 02072022     |     | P 945 00015 |
| COMCAST<br>8771 40 050 0136801                  | 277.32   | UTILITIES                | 01.300.9180          | 204470 01272022     |     | P 945 00018 |
| 8771 40 050 0163276                             | 125.35   | UTILITIES                | 01.300.9180          | 204497 02082022     |     | P 945 00022 |
|   | 402.67   | *VENDOR TOTAL            |                      |                     |     |             |
| DEARBORN NATIONAL LIFE<br>03/01/2022-03/31/2022 | 11.55    | GROUP INSURANCE AND HOSP | 01.300.9160          | 204539 03/01/2022   |     | P 945 00028 |
| FEECE OIL CO.<br>FUEL                           | 403.10   | GAS AND OIL              | 01.300.9210          | 204512 3860107      |     | P 945 00038 |
| GALLAGHER MATERIAL CORP<br>UPM COLD PATCH       | 328.60   | STREETS SIDEWALKS & ROAD | 01.300.9460          | 204498 23230        |     | P 945 00044 |
| METROPOLITAN INDUSTRIES,<br>DATA SERVICE        | 380.00   | COMPUTER-PROGRAMS & EQUI | 01.300.9634          | 204501 INV036059    |     | P 945 00057 |
| NICOR GAS<br>24-77-37-1000 9                    | 271.80   | UTILITIES                | 01.300.9180          | 204471 01272022     |     | P 945 00063 |
| PIRTEK SOUTH HOLLAND<br>COUPLING                | 306.36   | REPAIR & MAINTENANCE-VEH | 01.300.9420          | 204472 SR-T00009154 |     | P 945 00067 |

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VILLAGE OF GLENWOOD  
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Schedule of Bills by (Fnd/Dpt)  
BY FUND AND DEPT (APL PLN) A/P

| VENDOR NAME<br>DESCRIPTION                           | AMOUNT                     | ACCOUNT NAME  | FUND & ACCOUNT CLAIM       | INVOICE                        | PO# | F/P ID LINE                |
|--|----------------------------|---|----------------------------|--------------------------------|-----|----------------------------|
| AAAA STANDARD APPROVAL PLAN<br>CORPORATE FUND        |                            | *****   |                            |                                |     |                            |
| PUBLIC WORKS   |                            |   |                            |                                |     |                            |
| PORTABLE JOHN, INC.<br>ARQUILLA PARK<br>HICKORY GLEN | 238.95<br>238.95<br>477.90 | MAINT - MUNICIPAL GROUND<br>MAINT - MUNICIPAL GROUND<br>*VENDOR TOTAL | 01.300.9441<br>01.300.9441 | 204502 261258<br>204503 261259 |     | P 945 00070<br>P 945 00071 |
| RED WING SHOES<br>KOLOSH, YUKNIS                     | 585.16                     | PURCHASES-PERSONNEL EQUI  | 01.300.9590                | 204504 20220210030438          |     | P 945 00078                |
| SWIFT SAW & TOOL SUPPLY<br>PARTS                     | 123.55                     | REPAIR/MAINT-GEN TOOLS/E  | 01.300.9425                | 204473 F1700                   |     | P 945 00094                |
| T & T MAINTENANCE<br>FEBRUARY 2022                   | 3,856.00                   | CONTRACT SERVICES   | 01.300.9020                | 204534 0042                    |     | P 945 00095                |
| WORKING WELL<br>GARRETT KOLOSH                       | 215.00<br>9,421.03         | PHYSICALS   | 01.300.9186                | 204506 00374067-00             |     | P 945 00100                |
| POLICE   |                            |   |                            |                                |     |                            |
| AT&T MOBILITY<br>01/01/2022-01/31/2022               | 173.56                     | TELEPHONE   | 01.500.9120                | 204476 X02082022               |     | P 945 00007                |
| COMCAST<br>8771 40 050 0038247                       | 390.20                     | UTILITIES   | 01.500.9180                | 204477 02092022                |     | P 945 00023                |
| DEARBORN NATIONAL LIFE<br>03/01/2022-03/31/2022      | 132.00                     | GROUP INSURANCE AND HOSP  | 01.500.9160                | 204539 03/01/2022              |     | P 945 00030                |
| DELTA SONIC CAR WASH<br>JANUARY 2022                 | 77.00                      | REPAIR & MAINTENANCE-VEH  | 01.500.9420                | 204480 10466630                |     | P 945 00035                |
| FEECE OIL CO.<br>FUEL                                | 1,927.72                   | GAS AND OIL   | 01.500.9210                | 204513 3860108                 |     | P 945 00041                |
| FIRESTONE<br>2005 FORD FOCUS                         | 438.68                     | REPAIR & MAINTENANCE-VEH  | 01.500.9420                | 204459 224932                  |     | P 945 00042                |
| MARTIN WHALEN OFFICE SOL<br>PRINTERS                 | 264.40                     | COMPUTER-PROGRAMS & EQUI  | 01.500.9634                | 204482 IN3349335               |     | P 945 00051                |
| NATIONAL ASSOCIATION OF<br>MEMBERSHIP                | 60.00                      | DUES SUBSCRIPT. MEMBERSH  | 01.500.9140                | 204484 09-48308                |     | P 945 00062                |

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BY FUND AND DEPT (APL PLAN) A/P

| VENDOR NAME<br>DESCRIPTION                        | AMOUNT    | ACCOUNT NAME             | FUND & ACCOUNT CLAIM | INVOICE           | PO# | F/P ID LINE |
|---|-----------|--------------------------|----------------------|-------------------|-----|-------------|
| AAAA STANDARD APPROVAL PLAN<br>CORPORATE FUND     |           | *****                    |                      |                   |     |             |
| POLICE  |           |                          |                      |                   |     |             |
| POLICE LAW INSTITUTE<br>OSHA REQUIRED LESSONS     | 330.00    | PERSONNEL TRAINING       | 01.500.9181          | 204463 19951      |     | P 945 00069 |
| R&R MAINTENANCE FIRE & F<br>2020 FORD INTERCEPTOR | 65.95     | REPAIR & MAINTENANCE-VEH | 01.500.9420          | 204466 13174      |     | P 945 00074 |
| 2018 FORD INTERCEPTOR                             | 60.00     | REPAIR & MAINTENANCE-VEH | 01.500.9420          | 204467 13185      |     | P 945 00075 |
| 2021 FORD INTERCEPTOR                             | 65.95     | REPAIR & MAINTENANCE-VEH | 01.500.9420          | 204488 13193      |     | P 945 00076 |
|   | 191.90    | *VENDOR TOTAL            |                      |                   |     |             |
| RAY & WALLY'S TOWING<br>2005 FORD FOCUS           | 300.00    | TOW FEE EXPENSE          | 01.500.9509          | 204486 51583      |     | P 945 00077 |
|   | 4,285.46  | *****                    |                      |                   |     |             |
| FIRE  |           |                          |                      |                   |     |             |
| A BETTER DOOR & DOCK<br>FIRE STA. 2               | 3,372.50  | MAINTENANCE-STATION #2   | 01.600.9432          | 204451 4358       |     | P 945 00001 |
| COMCAST   |           |                          |                      |                   |     |             |
| 8771 40 050 0000981                               | 145.74    | TELEPHONE                | 01.600.9120          | 204453 01282022   |     | P 945 00019 |
| 8771 40 050 0000973                               | 48.92     | TELEPHONE                | 01.600.9120          | 204454 01 28 2022 |     | P 945 00017 |
| 8771 40 050 0194537                               | 352.68    | TELEPHONE                | 01.600.9120          | 204478 02022022   |     | P 945 00021 |
|   | 547.34    | *VENDOR TOTAL            |                      |                   |     |             |
| DEARBORN NATIONAL LIFE<br>03/01/2022-03/31/2022   | 16.50     | GROUP INSURANCE AND HOSP | 01.600.9160          | 204539 03/01/2022 |     | P 945 00031 |
| ESO SOLUTIONS, INC<br>COMPUTER PROGRAM            | 9,270.00  | COMPUTER-PROGRAMS & EQUI | 01.600.9634          | 204458 ESO-70519  |     | P 945 00036 |
| FEECE OIL CO.<br>FUEL                             | 580.02    | GAS AND OIL              | 01.600.9210          | 204512 3860107    |     | P 945 00037 |
| FUEL  | 475.62    | GAS AND OIL              | 01.600.9210          | 204513 3860108    |     | P 945 00039 |
|   | 1,055.64  | *VENDOR TOTAL            |                      |                   |     |             |
| FLEET SAFETY SUPPLY<br>2021 EXPLORER              | 1,844.04  | FIRE DEPT GRANT EXPENSE  | 01.600.9372          | 204514 78437      |     | P 945 00043 |
| ILLINOIS PUBLIC RISK FUN<br>APRIL WORKERS COMP    | 15,163.00 | WORKMENS COMP INSURANCE  | 01.600.9170          | 204499 73979      |     | P 945 00049 |
| MENARDS<br>HUMIDIFIER                             | 219.98    | MAINTENANCE-STATION #1   | 01.600.9431          | 204461 28076      |     | P 945 00052 |

Schedule of Bills by (Fnd/Dpt)  
BY FUND AND DEPT (APL PLN) A/P

| VENDOR NAME<br>DESCRIPTION                         | AMOUNT    | ACCOUNT NAME             | FUND & ACCOUNT CLAIM | INVOICE           | PO# | F/P ID LINE |
|--|-----------|--------------------------|----------------------|-------------------|-----|-------------|
| AAAA STANDARD APPROVAL PLAN<br>CORPORATE FUND      |           | *****                    |                      |                   |     |             |
| FIRE   |           |                          |                      |                   |     |             |
| PIONEER OFFICE FORMS, IN<br>REAL ESTATE TAX STAMPS | 191.79    | OFFICE SUPPLIES          | 01.600.9111          | 204522 95195      |     | P 945 00066 |
| R & G H.V.A.C.<br>STATION#2                        | 460.00    | MAINTENANCE-STATION #2   | 01.600.9432          | 204487 02172022   |     | P 945 00073 |
| SHOREWOOD HOME & AUTO IN<br>SERVICE                | 58.39     | REPAIR/MAINT-GEN TOOLS/E | 01.600.9425          | 204468 02-291096  |     | P 945 00092 |
| THIRD DISTRICT FIRE CHIEF<br>FEBRUARY 2022 MTG     | 40.00     | MISCELLANEOUS            | 01.600.9891          | 204535 4735       |     | P 945 00096 |
| SENIOR CENTER FUND                                 | 31,239.18 |                          |                      |                   |     |             |
| GEORGE DOKAS<br>SR CTR FREEZER                     | 350.00    | REPAIR/MAINT BUILDINGS   | 01.800.9430          | 204460 078566     |     | P 945 00045 |
| RUNCO OFFICE SUPPLY<br>SUPPLIES                    | 186.59    | OFFICE SUPPLIES          | 01.800.9111          | 204489 857439-0   |     | P 945 00089 |
| CORPORATE FUND                                     | 536.59    |                          |                      |                   |     |             |
| MOTOR FUEL TAX FUND                                | 56,524.81 | **TOTAL FUND**           |                      |                   |     |             |
| MOTOR FUEL TAX EXPENDITURES                        |           | *****                    |                      |                   |     |             |
| ILLINOIS DEPT OF TRANS.<br>TRAFFIC SIGNAL          | 2,619.06  | STREET LIGHTING MAINTENA | 03.310.9422          | 204500 61513      |     | P 945 00048 |
| MORTON SALT, INC.<br>SALT                          | 10,757.66 | ROAD SALT                | 03.310.9260          | 204483 5402518987 |     | P 945 00060 |
| MOTOR FUEL TAX FUND                                | 13,376.72 |                          |                      |                   |     |             |
| WATER ACCOUNT                                      | 13,376.72 | **TOTAL FUND**           |                      |                   |     |             |
| OTHER INCOME                                       |           | *****                    |                      |                   |     |             |
| STEPHEN SIEVERIN                                   |           |                          |                      |                   |     |             |



Schedule of Bills by (Fnd/Dpt)  
BY FUND AND DEPT (APL PLN) A/P

| VENDOR NAME<br>DESCRIPTION  | AMOUNT                           | ACCOUNT NAME  | FUND & ACCOUNT CLAIM       | INVOICE                            | PO# | F/P ID LINE                |
|---|----------------------------------|---|----------------------------|------------------------------------|-----|----------------------------|
| AAAA STANDARD APPROVAL PLAN<br>WATER ACCOUNT                                  |                                  | *****   |                            |                                    |     |                            |
| OTHER INCOME  |                                  | *****   |                            |                                    |     |                            |
| STEPHEN SIEVERIN<br>RETURN OF WATER DEPOSIT                                   | 49.83                            | WATER USAGE   | 10.089.8915                | 204469 02112022                    |     | P 945 00093                |
|   | 49.83                            | *****   |                            |                                    |     |                            |
| SEWER & WATER EXPENDITURES  |                                  | *****   |                            |                                    |     |                            |
| ALTERNATIVE ENERGY SOLUT<br>SERVICE   | 1,037.19                         | REPAIR/MAINT MUNICIPAL B                                      | 10.110.9430                | 204450 43629                       |     | P 945 00005                |
| COM ED<br>0143096066  | 72.68                            | UTILITIES   | 10.110.9180                | 204456 02042022                    |     | P 945 00014                |
| CORE & MAIN<br>MISC MATERIAL  | 2,419.78                         | REPAIR/MAINT - WATER SYS                                      | 10.110.9411                | 204457 0239910                     |     | P 945 00024                |
| CORRPRO COMPANIES, INC.<br>INSPECTION SERVICE                                 | 2,610.00                         | REPAIR/MAINT - WATER SYS                                      | 10.110.9411                | 204474 677326                      |     | P 945 00025                |
| DEARBORN NATIONAL LIFE<br>03/01/2022-03/31/2022                               | 21.45                            | GROUP INSURANCE AND HOSP                                      | 10.110.9160                | 204539 03/01/2022                  |     | P 945 00029                |
| FEECE OIL CO.<br>FUEL   | 582.59                           | GAS AND OIL   | 10.110.9210                | 204513 3860108                     |     | P 945 00040                |
| OTIS ELEVATOR COMPANY<br>2/1/2022 - 2/28/2022                                 | 200.13                           | REPAIR/MAINT MUNICIPAL B                                      | 10.110.9430                | 204462 100400645328                |     | P 945 00065                |
| ROBINSON ENGINEERING, LTD<br>WATER MAIN REPLACEMENT<br>WATER MAIN REPLC. IEPA | 4,919.00<br>3,410.75<br>8,329.75 | ENGINEERING SERVICES<br>ENGINEERING SERVICES<br>*VENDOR TOTAL | 10.110.9685<br>10.110.9685 | 204527 22020217<br>204533 22020216 |     | P 945 00087<br>P 945 00086 |
| THIRD MILLENNIUM<br>UTILITY BUILDING  | 604.27                           | CONTRACT SERVICES   | 10.110.9020                | 204505 27307                       |     | P 945 00097                |
|   | 15,877.84                        | *****   |                            |                                    |     |                            |
| WATER ACCOUNT   | 15,927.67                        | **TOTAL FUND**  |                            |                                    |     |                            |
| STATE FORFEITURE FUND   |                                  | *****   |                            |                                    |     |                            |
| STATE FORFEITURE EXPENDITURE  |                                  | *****   |                            |                                    |     |                            |
| HERITAGE TECHNOLOGY SOLU  |                                  | *****   |                            |                                    |     |                            |

| VENDOR NAME<br>DESCRIPTION                           | AMOUNT     | ACCOUNT NAME             | FUND & ACCOUNT | CLAIM INVOICE      | PO# | F/P ID LINE |
|--|------------|--------------------------|----------------|--------------------|-----|-------------|
| AAAA STANDARD APPROVAL PLAN<br>STATE FORFEITURE FUND |            | *****                    |                |                    |     |             |
| STATE FORFEITURE EXPENDITURE                         |            |                          |                |                    |     |             |
| HERITAGE TECHNOLOGY SOLU<br>HP WORKSTATION           | 4,152.46   | STATE FORFEITURE EXPENDI | 11.111.9801    | 204481 224773      |     | P 945 00047 |
|  | 4,152.46   | *****                    |                |                    |     |             |
| STATE FORFEITURE FUND                                | 4,152.46   | **TOTAL FUND**           |                |                    |     |             |
| TIF-INDUSTRIAL PARK                                  |            | *****                    |                |                    |     |             |
| TIF INDUSTRIAL PARK                                  |            |                          |                |                    |     |             |
| OPIILKA ENTERPRISES II CO<br>TUSCAN GARDENS RDA      | 253,309.61 | LEGAL SERVICES           | 60.660.9151    | 204485 02072022    |     | P 945 00064 |
|  | 253,309.61 | *****                    |                |                    |     |             |
| TIF-INDUSTRIAL PARK                                  | 253,309.61 | **TOTAL FUND**           |                |                    |     |             |
| GLENWOODIE GOLF COURSE                               |            | *****                    |                |                    |     |             |
| GOLF COURSE MAINTENANCE                              |            |                          |                |                    |     |             |
| DEARBORN NATIONAL LIFE<br>03/01/2022-03/31/2022      | 3.85       | GROUP INSURANCE AND HOSP | 70.771.9160    | 204539 03/01/2022  |     | P 945 00032 |
| MONARCH AUTO SUPPLY INC.<br>PARTS                    | 69.16      | REPAIR/MAINT BUILDINGS   | 70.771.9430    | 204519 6981550862  |     | P 945 00059 |
| PARTS  | 237.70     | REPAIR/MAINT BUILDINGS   | 70.771.9430    | 204520 6981-551192 |     | P 945 00058 |
|  | 306.86     | *VENDOR TOTAL            |                |                    |     |             |
| REINDERS, INC.<br>CLUTCH                             | 1,196.55   | REPAIR/MAINT-TURF EQUIPM | 70.771.9425    | 204524 6006669-01  |     | P 945 00081 |
| SEAL   | 81.92      | REPAIR/MAINT-TURF EQUIPM | 70.771.9425    | 204525 6006590-00  |     | P 945 00079 |
| STEERING BELTS                                       | 152.26     | REPAIR/MAINT-TURF EQUIPM | 70.771.9425    | 204526 6006669-00  |     | P 945 00080 |
|  | 1,430.73   | *VENDOR TOTAL            |                |                    |     |             |
|  | 1,741.44   | *****                    |                |                    |     |             |
| GENERAL & ADMINISTRATIVE                             |            |                          |                |                    |     |             |
| AT&T MOBILITY<br>01/01/2022-01/31/2022               | 83.34      | TELEPHONE                | 70.773.9120    | 204476 X02082022   |     | P 945 00008 |

Schedule of Bills by (Fnd/Dpt)  
BY FUND AND DEPT (APL PLN) A/P

| VENDOR NAME<br>DESCRIPTION                            | AMOUNT                            | ACCOUNT NAME  | FUND & ACCOUNT CLAIM                      | INVOICE                                      | PO# | F/P ID LINE                               |
|---|-----------------------------------|---|---|--|-----|---|
| AAAA STANDARD APPROVAL PLAN<br>GLENWOODIE GOLF COURSE |                                   | *****   |   |  |     |   |
| GENERAL & ADMINISTRATIVE                              |                                   |   |   |  |     |   |
| CHICAGO DISTRICT GOLF AS<br>ANNUAL DUES               | 5,120.00                          | DUES SUBSCRIPT. MEMBERSH  | 70.773.9140                               | 204452 1938-219                              |     | P 945 00010                               |
| COMCAST<br>8771 40 050 0150208                        | 934.14                            | UTILITIES   | 70.773.9180                               | 204510 02 09 2022                            |     | P 945 00020                               |
| DEARBORN NATIONAL LIFE<br>03/01/2022-03/31/2022       | 5.50                              | GROUP INSURANCE AND HOSP  | 70.773.9160                               | 204539 03/01/2022                            |     | P 945 00033                               |
| MENARDS<br>HEATER<br>PORTABLE BUDDY<br>DISHWAND BRUSH | 71.99<br>79.00<br>87.93<br>238.92 | REPAIR/MAINT BUILDINGS<br>REPAIR/MAINT-GEN TOOLS/E<br>REPAIR/MAINT-GEN TOOLS/E<br>*VENDOR TOTAL | 70.773.9430<br>70.773.9425<br>70.773.9425 | 204515 28485<br>204516 28484<br>204517 28482 |     | P 945 00055<br>P 945 00054<br>P 945 00053 |
| MERTS HVAC<br>HEATING UNITS GGC                       | 2,306.35                          | REPAIR/MAINT BUILDINGS  | 70.773.9430                               | 204518 32140629                              |     | P 945 00056                               |
| VILLAGE OF GLENWOOD WATE<br>12/31/2021-01/31/2022     | 143.50                            | UTILITIES   | 70.773.9180                               | 204537 02082022                              |     | P 945 00099                               |
| FOOD AND BEVERAGE                                     | 8,831.75                          |   |   |  |     |   |
| NALCO WATER PRETREATMENT<br>RENTAL                    | 55.68                             | REPAIR/MAINT BUILDINGS  | 70.775.9430                               | 204521 2605611                               |     | P 945 00061                               |
| GLENWOODIE GOLF COURSE                                | 55.68                             |   |   |  |     |   |
| TIF HALSTED SOUTH                                     | 10,628.87                         | **TOTAL FUND**  |   |  |     |   |
| TIF HALSTED SOUTH                                     |                                   | *****   |   |  |     |   |
| APPRAISAL SYSTEMS LLC<br>18445 S. HALSTED PROP        | 750.00                            | TIF DISTRICT EXPENSES   | 73.730.9631                               | 204538 GW2022-101                            |     | P 945 00006                               |
| COM ED<br>0708088109                                  | 25.61                             | TIF DISTRICT EXPENSES   | 73.730.9631                               | 204511 02162022                              |     | P 945 00016                               |
| ROBINSON ENGINEERING,LTD<br>GLENWOOD PLAZA REDEVELOP  | 950.75                            | ENGINEERING SERVICES  | 73.730.9685                               | 204531 22020211                              |     | P 945 00084                               |

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VILLAGE OF GLENWOOD  
GL540R-V08.17 PAGE 9

Schedule of Bills by (Fnd/Dpt)  
BY FUND AND DEPT (APL PLN) A/P

| VENDOR NAME<br>DESCRIPTION                       | AMOUNT     | ACCOUNT NAME         | FUND & ACCOUNT CLAIM | INVOICE | PO# | F/P ID LINE |
|--|------------|----------------------|----------------------|---------|-----|-------------|
| AAAA STANDARD APPROVAL PLAN<br>TIF HALSTED SOUTH |            | *****                |                      |         |     |             |
| TIF HALSTED SOUTH                                | 1,726.36   | *****                |                      |         |     |             |
| TIF HALSTED SOUTH                                | 1,726.36   | **TOTAL FUND**       |                      |         |     |             |
| AAAA   | 355,646.50 | *TOTAL APPROVAL PLAN |                      |         |     |             |

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02/25/2022 09:44:25

VILLAGE OF GLENWOOD  
GL540R-V08.17 PAGE 10

Schedule of Bills by (Fnd/Dpt)  
BY FUND AND DEPT (APL PLN) A/P

| VENDOR NAME<br>DESCRIPTION | AMOUNT     | ACCOUNT NAME | FUND & ACCOUNT CLAIM | INVOICE | PO# | F/P ID LINE |
|----------------------------|------------|--------------|----------------------|---------|-----|-------------|
| REPORT TOTALS:             | 355,646.50 |              |                      |         |     |             |

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Schedule of Bills by (Fnd/Dpt)

VILLAGE OF GLENWOOD  
GL060S-V08.17 RECAPPAGE  
GL540R

| FUND RECAP:               | DISBURSEMENTS |
|---------------------------|---------------|
| FUND DESCRIPTION          |               |
| 01 CORPORATE FUND         | 56,524.81     |
| 03 MOTOR FUEL TAX FUND    | 13,376.72     |
| 10 WATER ACCOUNT          | 15,927.67     |
| 11 STATE FORFEITURE FUND  | 4,152.46      |
| 60 TIF-INDUSTRIAL PARK    | 253,309.61    |
| 70 GLENWOODIE GOLF COURSE | 10,628.87     |
| 73 TIF HALSTED SOUTH      | 1,726.36      |
| TOTAL ALL FUNDS           | 355,646.50    |

| BANK RECAP:                    | DISBURSEMENTS |
|--------------------------------|---------------|
| BANK NAME                      |               |
| BLUE CORPORATE                 | 56,524.81     |
| GRN WATER                      | 15,927.67     |
| LITBL MOTOR FUEL TAX           | 13,376.72     |
| RED GLENWOODIE GOLF COURSE     | 10,628.87     |
| STAT STATE FORFEITURE FUND     | 4,152.46      |
| TIF TAX INCREMENT FINANCE FUND | 253,309.61    |
| TIFS TIF HALSTED SOUTH         | 1,726.36      |
| TOTAL ALL BANKS                | 355,646.50    |

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....



**IPFS CORPORATION**  
 125 S WACKER SUITE 1650  
 CHICAGO, IL 60606  
 PHONE: (312)205-4800 FAX: (877)242-0685

**ONLINE PAYMENT RECEIPT**

**Receipt Number:** 16650837

**Receipt for Account Number:** ILC-252425

**Insured Name:**  
 VILLAGE OF GLENWOOD  
 ONE ASSELBORN WAY  
 GLENWOOD, IL 60425  
 (708)757-2310

**Payment Amount:** \$42,388.74

**Technology Fee:** \$0.00

**Total Payment:** \$42,388.74

**Routing Number:** \*\*\*\*\*3909

**Bank Account Number:** \*\*\*\*\*1700

MTL. REC. BY \_\_\_\_\_  
 CLERICAL CLERK SE 2/16/2022  
 DISCOUNT \_\_\_\_\_  
 NET PAYMENT 42,388.74  
 ACCT NO. \_\_\_\_\_  
 APPROVED BY \_\_\_\_\_  
 DATE \_\_\_\_\_  
 CHECK NO. \_\_\_\_\_

*Sandy -  
 Paid online  
 2/16/2022*

The payment amount above will be withdrawn from the referenced bank account on **02/17/2022**. It will be posted to your account **ILC-252425** on **02/16/2022**. Thank you for your payment. Please print this page for your records.

**Schedule of Bills Recap  
Board Meeting 03/01/2022**

|                                |    |           |
|--------------------------------|----|-----------|
| Corporate Schedule of Bills    | \$ | 56,524.81 |
| IPFS                           | \$ | 42,388.74 |
| total bills payable 03/01/2022 | \$ | 98,913.55 |

| Fund                   |    | Disbursements |
|------------------------|----|---------------|
| Corporate              | \$ | 98,913.55     |
| Sewer & Water          | \$ | 15,927.67     |
| Motor Fuel Tax         | \$ | 13,376.72     |
| Glenwoodie Golf Course | \$ | 10,628.87     |
| State Forfeiture Fund  | \$ | 4,152.46      |
| TIF                    | \$ | 253,309.61    |
| TIF Halsted South      | \$ | 1,726.36      |
| Total All Funds        | \$ | 398,035.24    |

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED


FOR PAYMENT

APPROVED BY :

DATE \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



DATE: February 25, 2022  
TO: Mayor and Board of Trustees  
FROM: Brian D. Mitchell   
SUBJECT: Human Resources Department

In an effort to hopefully provide some information to some questions or concerns around the request for a full time Human Resource Director I offer the following. As you may recall Sandy Chandler works part time in that department and submitted her resignation back in October of 2021. As a result of other challenges in addition to her current workload she decided to extend that notice and remain to help the Village of Glenwood to achieve the needed results for operations and the department head's needs. When we discussed the current Annual Budget that was passed, I then communicated the need for a full-time position to be created. The position was to be funded by the elimination of the Senior Parks Director (Salary of \$42,000) and the current funding of Sandy's position at \$46,000. With that understanding and conversation the position was created and posted at a salary range of \$70,000 to \$80,000. Since this was to be a director level position, the Office of Director of Human Resources Ordinance was brought before you for approval. Once we bring forward a recommendation of candidate to the Mayor, it will be before the Board for approval.

As an organization with over one hundred employees, union matters, employees daily request, IMRF request, 457 plans, payroll and reporting of issues related, medical insurance, workers comp, police and fire pension, just to some of the functions. In addition, I am spending about at a minimum 12-15 hours a week on Human Resource matters when Sandy is not here. As you know we have matters of employee discipline that have to be managed in a timely fashion as they occur. I have absolutely no issue with providing support to any of our Departments Heads as needed, however it pulls me away from other things that I am working on in the Administrators Office. I have always said that our employees are the backbone of the organization, and they are they one's that help us to be successful and to meet the goals and objectives set forth by the Mayor and Board of Trustees. This position is vital to all operations of the Village of Glenwood.

As always, I am open to discussion of matters and welcome your recommendations and conversation on this topic either prior to the meeting or during when the item is before you.



An Insurance Program Proposal for  
**Village of Glenwood**

Effective: TBD to TBD

**Presented on: 1/14/2022**

**Presented by**

**Bobby Dufkis**  
(847) 463-7132  
Bobby.Dufkis@MarshMMA.com

**Robert Davidson**  
(847) 463-7126  
Robert.Davidson@MarshMMA.com

**Assurance, a Marsh & McLennan Agency LLC company**  
Headquarters: Schaumburg, IL | [assuranceagency.com](http://assuranceagency.com)

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## **Your Service**

Your Dedicated Service Team

# Marketing *summary*

The following is a summary of the markets we approached on your behalf for your insurance renewal:

| Carrier     | Coverages Submitted | Response or Status                          |
|-------------|---------------------|---|
| Coalition   | Cyber               | Quote – detail shown in proposal as follows |
| Cowbell     | Cyber               | Quote                                       |
| CFC         | Cyber               | Declined                                    |
| Westchester | Cyber               | Declined                                    |
| Ambridge    | Cyber               | Declined                                    |
| Ironshore   | Cyber               | Declined                                    |
| Measured    | Cyber               | Declined                                    |
| Hiscox      | Cyber               | Declined                                    |
| GAIC        | Cyber               | Declined                                    |
| Corvus      | Cyber               | Declined                                    |

**IMPORTANT NOTE:** The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal. Copies of the actual policy forms will be provided upon request.

## Subjectivities

If an insurance carrier we approached on your behalf indicated that there is additional information required to confirm their quote or to complete their file, it is indicated below as a subjectivity.

| Carrier   | Subjectivities   |
|-----------|--|
| Coalition | <ul style="list-style-type: none"> <li>• An authorized representative of the Village must re-sign and redate the application within 10 days of coverage effective date.</li> <li>• A currently re-signed and redated Tokio Marine Ransomware application is required PRIOR to binding.</li> <li>• Written order to bind</li> </ul> |

# Premium *summary*

The following is a summary of the insurance carrier premiums quoted and payment plan options. The figures used in this calculation are as follows:

| Carrier/AM Best Rating<br>Coverage<br>Payment Plan   | Premium         |
|--|-----------------|
| Coalition Cyber (North American Capacity Insurance Co.) / A+, XV<br><b>Cyber</b><br>Annual Payment: <i>Agency Bill</i> | \$19,144        |
|  | <b>Total</b>    |
|  | <b>\$19,144</b> |

\*The premium for the Cyber coverage can be added to the premium finance agreement. A down payment will be required and balance rolled into remaining installments.

# Cyber Liability *coverage*

| Limits and Retentions  |                 |                 |
|------------------------|-----------------|-----------------|
| Item                   | Cowbell         | Coalition       |
| Cyber Limits/Retention | \$1M/\$25k      | \$1M/\$25k      |
| Cyber Retro Date       | Full Prior Acts | Full Prior Acts |
| <b>Premium</b>         | <b>\$20,351</b> | <b>\$19,144</b> |

| Cyber   |                           |                            |
|---|---------------------------|----------------------------|
| Item  | Cowbell                   | Coalition                  |
| Aggregate Limit   | \$1M                      | \$1M                       |
| Network Information Security & Employee Privacy Limit   | Included                  | Included                   |
| Communication and Media Liability Limit                 | Included                  | Included                   |
| Regulatory Defense Expense Limit                        | Included                  | Included                   |
| Business Interruption and Business Income Expense       | Included                  | Included                   |
| Business Interruption Waiting Period                    | 24 hours                  | 8 hours                    |
| Dependent Business Interruption                         | Included                  | Included                   |
| Business Interruption Systems Failure                   | Included                  | Included                   |
| Dependent Business Interruption Systems Failure         | Included                  | Included                   |
| Voluntary Shutdown                                      | Included                  | Included                   |
| Data Recovery Costs                                     | Included                  | Included                   |
| Cyber Extortion   | Included**                | Included                   |
| Cyber Breach Response Expenses                          | Included                  | Included                   |
| Crisis Management Expense Limit                         | Included                  | Included                   |
| Forensic Expenses                                       | Included                  | Included                   |
| Forensic - Choice of firm                               | Panel                     | Panel                      |
| PCI   | Included                  | Included                   |
| Reputational Harm Coverage                              | \$500k/24 hours           | Included                   |
| Hardware Replacement Limit (Bricking)                   | Included                  | Included                   |
| Telecomm Theft  | \$250k/\$25k*             | \$100k/\$25k*              |
| Phishing Attacks - Website Impersonation Notification   | No                        | \$50k/\$25k                |
| Phishing Attacks - Client Phishing/Invoice Manipulation | \$250k/\$25k*             | \$250k/\$25k               |
| Unauthorized Use of Computer Resources (Cryptojacking)  | \$100k/\$25k              | \$100k/\$25k*              |
| Computer Crime  | \$250k/\$25k*             | \$250k/\$25k*              |
| Social Engineering                                      | \$250k/\$25k*             | \$250k/\$25k*              |
| Cyber Terrorism   | Included                  | Included                   |
| Choice of Counsel                                       | Panel                     | Panel                      |
| Defense   | Duty to defend            | Duty to defend             |
| Settlement- Hammer Clause                               | 50/50                     | 80/20                      |
| Change in Exposure                                      | 20%                       | 25%                        |
| Extended Reporting Period                               | 1yr-75%/2yr-125%/3yr-150% | 1yr-100%/2yr-150%/3yr-200% |

This list is not intended to be all inclusive, and you should review your policy for additional or different exclusionary language.

\*denotes aggregate limit

**Proposal Disclaimer:**

The coverages represented in this proposal are summaries of important elements of the actual insurance programs and coverages being procured. The policies, as issued by the carriers, will contain complete details of the coverage, and therefore, supersede this proposal. At your request, copies of all policies being presented herein are available for review prior to purchasing these coverages. The proposal is based on limits of insurance and exposure bases that were provided to us by you.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

# Cyber Liability and Data *protection*

As businesses use the Internet to promote and facilitate their business operations, they are increasingly exposed to a series of risks which previously did not exist. Further, a company's reliance on their information systems, and the often sensitive nature of the data contained in those systems, presents even more potential liability concerns.

There are several distinct coverages available which are designed to give businesses the necessary network security and cyber protection. While coverages differ from carrier to carrier, the following is an overview of the protection alternatives available to you.

## Internet Media Liability

Provides coverage for third party liability arising out of content on the insured's website.

- » Internet Professional Liability:
- » Provides claims-made errors and omissions coverage for Internet and managed security professional liability. Coverage is tailored to be sensitive to the unique demands and character of the insured's business or services.

## Security & Privacy Insurance

Provides third party liability coverage for claims resulting from a failure of computer security, including privacy claims resulting from a wrongful release or failure to protect private or confidential information. Private or confidential information may include personally identifiable information or confidential business information provided by vendors, partners or customers.

## Information Asset Coverage

Provides coverage for the restoration or recreation of electronic data, computer systems resources and information assets that are damaged as a result of a failure of network security caused by computer attack, including electronically stored credit card numbers and customer databases.

## Network Business Interruption

Provides protection for business interruption losses arising from the interruption or suspension of an insured's computer network, due to a failure of security. This coverage includes business income and extra expense, as well as funds for forensic services and dependent business interruption.

## Cyber Extortion

Provides coverage for both the investigation and settlement of extortion threats against the insured related to intentional computer attacks.

## Cyber Terrorism

Provides coverage for computer attacks that are acts of terrorism. The term goes beyond "certified" acts mandated under the Terrorism Risk Insurance Act of 2002. Coverage provides for both first and third party loss, damage to data, business interruption and third party liability resulting from acts of cyber terrorism.

Now, more than ever, it is imperative that a company's digital assets are protected with the same vigor as its physical assets. Technology alone cannot make an enterprise completely secure and standard insurance policies are not equipped to adequately cover the risks inherent in a networked world. Consider cyber liability, information technology and data protection policies a core component of your overall insurance program.

# Disclosure *statements*

## Proposal Disclaimer

The coverages represented in this proposal are summaries of important elements of the actual insurance programs and coverages being procured. The policies, as issued by the carriers, will contain complete details of the coverage, and therefore, supersede this proposal. At your request, copies of all policies being presented herein are available for review prior to purchasing these coverages. The proposal is based on limits of insurance and exposure bases that were provided to us by you.

## Notice of Sources of Income

The proposal being presented to you contains one or more sources of income to Assurance, a Marsh & McLennan Agency LLC company. Following are the possible sources:

### Commission

Commissions are paid directly by the insurance carrier to us and are included in the premium quoted to you. These are typically paid over the course of the policy term as you make premium payments.

### Contingent commission

Contingent commissions are paid by the insurance carrier to us. These are not built directly into the premium you are paying and are not client-specific. Contingent commissions are not guaranteed to us and are typically based on meeting the overall growth and profitability goals with a carrier based on a calendar year activity. These payments are normally deferred until several months after the calendar year.

### Service Fee

Service fees are paid directly by you to us. A separate disclosure statement will be presented to you when a service fee is being charged. We are happy to answer any questions regarding how we are paid or how any of these sources of income are derived.

## Subject to Audit

The premium for certain coverages is subject to audit and adjustment at the close of each audit period. Please note the classification codes and exposure basis included in the proposal were provided by you and have not been checked for accuracy by Assurance or by the insurance carrier(s) providing the quotation(s). The estimated premiums charged for this policy are calculated using your information, and according to the carrier's manual, rules, classifications, rate filings and rate plans. All premiums are subject to verification and re-rating based upon audits of both classifications and exposures and are subject to minimum premiums as stated on the policy. Failure to comply with audit verification could result in an Audit Noncompliance Charge.



# Notice of Surplus Line Insurance *company*

The proposal being presented to you contains one or more coverages which are being underwritten by an insurer which is Non-Admitted in your state but is a Surplus Lines carrier.

In the United States, states have the authority to regulate insurance companies and have controlled insurance mainly through their licensing powers. The license is a document that indicates an insurer has met the minimum requirements established by state statute and is authorized to engage in the lines of business for which it has applied. A surplus lines insurer is a company that underwrites risks for which insurance coverage generally is not available through a company licensed in the insured's state (an admitted insurer). This business, therefore, is placed with a non-admitted insurer. A non-admitted insurer is not licensed in the state but allowed to operate in accordance with excess or surplus lines provisions of state insurance laws.

The importance of a company being licensed in a particular state also determines the protection afforded a policyholder by the state's Insurance Guaranty Fund laws and regulations regarding non-renewals and premium increases that generally apply only to licensed insurers. The Guaranty Fund may provide additional financial protections in the event a licensed/admitted carrier becomes bankrupt.

While being a non-admitted carrier does not reflect any negative financial position, we are required to make you aware of this situation before coverage is purchased. In many instances, these insurers are highly rated by the A.M. Best Company. The coverage(s) and insurer(s) to which this applies are listed below:

| Policy Effective Dates | Coverage | Insurance Company                     | AM Best Rating |
|------------------------|----------|---------------------------------------|----------------|
| TBD                    | Cyber    | North American Capacity Insurance Co. | A+, XV         |

# Notice of Minimum Earned *premium*

The proposal being presented to you contains one or more coverages which contain a minimum earned premium provision. Once coverage is bound, the minimum earned premium is the amount of premium actually earned (and therefore not refundable) by the insurance company even if the policy is immediately canceled by the named insured.

The coverage(s) and insurer(s) to which this applies are listed below:

| Policy Effective Date | Coverage | Insurance Company                         | Minimum Earned Premium  |
|-----------------------|----------|---|---|
| TBD                   | Cyber    | North American Capacity Insurance Company | No flat cancellation and all taxes and fees are 100% earned at policy inception |

# Claims-Made Coverage Form *explanation*

On a claims-made coverage form, the policy that will respond to a liability claim will be the policy that is in force at the time the claim is made, not the policy in force at the time of the occurrence of the claim. In other words, the claims-made coverage applies to claims which were made during the policy period, regardless of when the injury or damage occurred (subject to the retroactive date).

In general, a claim is deemed to be made when a “wrongful act” is alleged against an insured. Some carriers require that for coverage to apply a demand for damages accompany the allegations. Different carriers take slightly varying approaches on the claims made concept and you should review your policy carefully for an explanation of this coverage.

The claims-made policy covers claims against you for occurrences that took place back to the **retroactive date** shown in the policy. Occurrences that took place before the retroactive date are not covered. Ideally, the retroactive date should reflect the date when the claims-made coverage first began, and the same retroactive date should be continued on a claims-made renewal to avoid gaps in coverage. *(For example, if a claims-made policy effective 1/1/2010 to 1/1/2011 has a retroactive date of 1/1/2009, then a claim made on 5/3/2010 for an injury that occurred on 4/1/2009, would apply to this policy. If the claim made on 5/3/2010 was for an occurrence on 4/1/2008, the claim would not be covered by this policy).*

If any of the following situations occur under a claims-made policy, then it is recommended that an **extended reporting period** or **tail coverage** be purchased:

- » Coverage is cancelled or not renewed
- » Coverage is renewed or replaced with coverage that has a later retroactive date
- » Coverage is renewed or replaced with an occurrence policy

An extended reporting period extends the period for reporting claims. Claims received during any extended reporting period are treated as if they were made on the last day of the policy period. Note that the purchase of tail coverage does not increase or renew the limits of liability.

# Claims-Made Coverage Form *explanation*, continued

## Renewing a Claims Made Policy

The issues involved in moving from claims-made policies to occurrence policies and vice versa should be understood before making any change as well as at each renewal. There are three basic scenarios to consider:

### Occurrence form to Claims-made form:

This is the easiest of the scenarios to review as this situation does not create a coverage gap. Any claims made after the change from occurrence to claims-made forms for injuries or damage that occurred while the occurrence insurance was in place will be insured by that occurrence policy. It is important to review the following two scenarios when making this change, so you are prepared to address the issues at renewal time.

### Claims Made to Claims Made:

As long as the retroactive date on all subsequent claims-made policies remains the same as the date that claims-made coverage was first purchased, a coverage gap is not created. For example, if claims-made coverage is first purchased on 3/1/2010, then the first claims-made policy and each claims-made policy after that should all have the same retroactive date of 3/1/2010. The retroactive date should not be advanced with each policy year.

Sometimes an insurance carrier will not agree to provide this retroactive date and will only offer a retroactive date that is later. Or, due to pricing considerations or other issues, an insured may choose to purchase a policy with a later retroactive date. Both scenarios create a gap in coverage. In these cases, an extended reporting period (often called tail coverage) should be purchased for the period up to the new retroactive date in order to avoid or minimize the possibility of an uninsured claim.

### Claims Made Form to Occurrence Form:

When making a conversion from a claims-made form to an occurrence form, a coverage gap is created if an extended reporting period is not purchased. The extended reporting period should be purchased to cover those claims that occurred before the change to an occurrence form but had not yet triggered a claim under the expiring claims-made form. The extended reporting provision would allow for those claims to be reported under the expiring claims-made form for the length of time purchased.

## Non-Renewing or Canceling a Claims-Made policy

It is important that you immediately do the following:

- » Ensure all potentially compensable events or incidents are reported
- » Ensure all known claims are reported

Most policies (but not all policies – refer to the policy language) include an automatic extended reporting period of 30 or 60 days (this does not apply if policy is cancelled for non-payment of premium or if coverage has been replaced). The Extended Reporting Period starts with the end of the policy period, during which claims arising out of occurrences which take place on or after the retroactive date but before the end of the policy period may be first made. If you wish to further extend the reporting period, tail coverage must be purchased.

# Your Dedicated Service *Team*

Your Assurance service team listed below has the responsibility of executing your service plan.

| Broker / Consultant   |  |                |
|---|--|----------------|
| <i>Responsible for the overall handling of your insurance and risk management needs including program analysis, marketing negotiations, coverage placement and service deliverance.</i> |  |                |
| Bobby Dufkis  | <a href="mailto:Bobby.Dufkis@MarshMMA.com">Bobby.Dufkis@MarshMMA.com</a>                       | (847) 463-7132 |
| Robert Davidson   | <a href="mailto:Robert.Davidson@MarshMMA.com">Robert.Davidson@MarshMMA.com</a>                 | (847) 463-7126 |
| Account Manager   |  |                |
| <i>Responsible for the day-to-day management of your account; answering coverage questions, negotiating with markets, checking policies and reviewing audits.</i>                       |  |                |
| Laura Koleno  | <a href="mailto:Laura.Koleno@MarshMMA.com">Laura.Koleno@MarshMMA.com</a>                       | (847) 463-7843 |
| Jenni Louchart (Backup)   | <a href="mailto:Jenni.Louchart@MarshMMA.com">Jenni.Louchart@MarshMMA.com</a>                   | (847) 463-7193 |
| Client Service Representative   |  |                |
| <i>Responsible for issuing certificates of insurance, updating and maintaining your automobile and equipment schedules and requesting endorsements.</i>                                 |  |                |
| Shawna Zamora   | <a href="mailto:Shawna.Zamora@MarshMMA.com">Shawna.Zamora@MarshMMA.com</a>                     | (847) 463-7120 |
| Maggie Kenny (Backup)   | <a href="mailto:Maggie.Kenny@MarshMMA.com">Maggie.Kenny@MarshMMA.com</a>                       | (312) 625-5940 |
| Claims  |  |                |
| <i>Responsible for assisting you in filing claims, enhancing carrier communication and helping facilitate prompt claim payment.</i>   |  |                |
| Jennifer Wilkinson  | <a href="mailto:Jennifer.Wilkinson@MarshMMA.com">Jennifer.Wilkinson@MarshMMA.com</a>           | (847) 463-7359 |
| <i>Use the below email address to report claims other than Workers Compensation and Automobile Claims.</i>  |  |                |
| Email address:  | <a href="mailto:MWIL.ClaimsBI-Reporting@MarshMMA.com">MWIL.ClaimsBI-Reporting@MarshMMA.com</a> |                |



Mayor Ronald Gardiner  
Village of Glenwood  
One Asselborn Way  
Glenwood, IL 60425

To: State of Illinois  
Department of Commerce and Economic Opportunity  
Local Tourism and Convention Bureau Grant Program  
Greg Mihalich, Tourism Grants Manager

From: Village of Glenwood  
Mayor Ronald Gardiner

Be it resolved that:

The Village of Glenwood hereby acknowledges the Chicago Southland Convention and Visitors Bureau as our Convention and Visitors Bureau of record for the marketing and promotion of the tourism industry.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# Village of Glenwood Department of Police



Derek Peddycord  
Chief of Police

## Glenwood Police Department March 1<sup>st</sup> 2022 Board Meeting Report

**RECENT ACTIVITY:** The Glenwood PD has been responding to our normal volume of calls in addition to providing continuing patrols throughout our residential and business areas.

Notable arrests in February included:

- An arrest for battery during a disturbance at a cemetery between known parties,
- A domestic battery offender was arrested and was also in possession of a controlled substance, cocaine.
- An opioid overdose victim was treated by GFD, had an extraditable arrest warrant from IN for financial crimes.
- Additional arrests for unlicensed drivers occurred, as well as local ordinance violations for unlawful cannabis possession.

GPD SSERT officer responded to a callout for the South Suburban Emergency Response Team in a neighboring community.

GPD Detective responded to a South Suburban Major Crimes Task Force (SSMCTF) activation for a homicide that occurred in Steger IL.

**CRIME PREVENTION:** We remind people to not leave vehicles running with keys inside and remain aware of your surroundings. Please be aware of your surroundings and continue to call us for suspicious cars and persons. Do not leave your vehicle running with keys inside, and please lock your car doors to prevent burglaries to autos.

**TAX SEASON SCAMS** Reminder to be aware of IRS Tax scams, see [Tax Scams / Consumer Alerts | Internal Revenue Service \(irs.gov\)](#)

### **This St. Patrick's Day, a designated driver is your lucky charm**

As we head into St. Patrick's Day weekend, the Glenwood Police Department is reminding motorists that they will be out in full force to keep our roads safe while the green beer flows.

This St. Patrick's Day, make your own luck by designating a sober driver. If you'll be drinking, using cannabis or partaking of any other impairing substance, planning ahead is the best way to ensure you and your friends make it home safely.

(708) 753-2420 Department  
(708) 753-2405 Fax

One Asselborn Way  
Glenwood, Illinois 60425



## Village of Glenwood Department of Police



Derek Peddycord  
Chief of Police

In addition to looking for alcohol- and drug-impaired drivers, the Glenwood PD will be stepping up seat-belt enforcement, particularly at night when seat-belt usage rates are lowest. Speeding, distracted driving and other traffic laws will also be strictly enforced.

The campaign runs March 11-18.

While designating a sober driver is the simplest way to avoid a tragic crash or DUI arrest, here are some additional tips to help you keep yourself and others safe:

- If a friend is about to drive impaired, take their keys and help them get home safely.
- Buckle up. It's your best defense in the event of a crash.
- Remember, pedestrians are at risk, too. If you're walking, keep an eye out for cars. If you're driving, remain alert for impaired walkers who may not obey street signs.

The St. Patrick's Day enforcement effort is made possible by federal traffic safety funds administered by the Illinois Department of Transportation. These funds will reimburse the village for the costs of these extra enforcement deployments.

**MISC:** GPD administration attended the South Suburban Chiefs of Police monthly meeting where information is shared regarding a variety of topics relevant to current law enforcement such as legal matters, proposed bills, community policing and partnerships, training, crime trends, prosecutorial matters, etc...

### **\*\*\*REMINDER SNOWFALL PARKING RESTRICTIONS\*\*\***

We remind all residents that vehicles **MUST NOT** be parked on the street after 2" of snowfall, until after the snow has been removed. Hopefully this will be the last reminder we need this season!

Respectfully,  
*Derek Peddycord*  
Chief of Police

(708) 753-2420 Department  
(708) 753-2405 Fax

One Asselborn Way  
Glenwood, Illinois 60425

# **GLENWOOD POLICE DEPARTMENT**

## **DEPARTMENT MEMORANDUM**

Date: 24 February 2022

To: Carolyn

From: Derek Peddycord, Chief of Police

Regarding: Agenda Items

1. Request to dispose of surplus vehicle, Exhibit A. a 2005 Ford E 250 super duty cargo van; VIN 1FTNS24W74HA50394.

Respectfully,  
*Derek Peddycord*  
Chief of Police





## 2004 Ford E250 Super Duty Cargo Pricing Report

Style: Extended Van 3D

Mileage: 18,000

KBB.com Consumer Rating: 4.4/5

### Vehicle Highlights

Fuel Economy: N/A

Engine: V8, 5.4 Liter

Transmission: Automatic

Drivetrain: RWD

Country of Assembly: United States

Country of Origin: United States

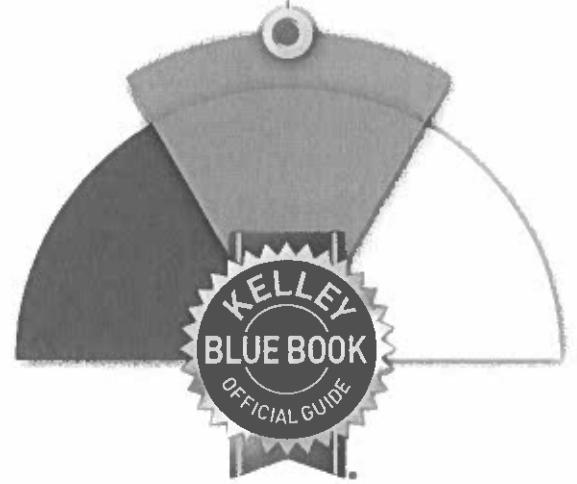
EPA Class: Vans, Cargo Type

Max Seating: 5

Doors: 3

Body Style: Extended Van

## Trade in to a Dealer



Valid for ZIP code 60473 through 02/17/2022

## Your Configured Options

Our pre-selected options, based on typical equipment for this car.

✓ Options that you added while configuring this car.

### Exterior Color

✓ White

### Engine

V8, 5.4 Liter

### Transmission

Automatic

### Drivetrain

RWD

### Comfort and Convenience

Air Conditioning

Power Door Locks

Cruise Control

### Steering

Power Steering

Tilt Wheel

### Entertainment and Instrumentation

AM/FM Stereo

### Safety and Security

Dual Air Bags

### Braking and Traction

ABS (4-Wheel)

### Wheels and Tires

Steel Wheels

## Glossary of Terms

**Kelley Blue Book® Trade-In Value** - This is the amount you can expect to receive when you trade in your car to a dealer. This value is determined based on the style, condition, mileage and options indicated.

**Trade-In Range** - The Trade-In Range is Kelley Blue Book's estimate of what you can reasonably expect to receive this week based on the style, condition, mileage and options of your vehicle when you trade it in to a dealer. However, every dealer is different and values are not guaranteed.

**Kelley Blue Book® Private Party Value** - This is the starting point for negotiation of a used-car sale between a private buyer and seller. This is an "as is" value that does not include any warranties. The final price depends on the car's actual condition and local market factors.

**Private Party Range** - The Private Party Range is Kelley Blue Book's estimate of what you can reasonably expect to receive this week for a vehicle with stated mileage in the selected condition and configured with your selected options, excluding taxes, title and fees when selling to a private party.

**Excellent Condition** - 3% of all cars we value. This car looks new and is in excellent mechanical condition. It has no rust, no paint or bodywork and has an interior and body free of wear and visible defects. The car is rust-free and does not need reconditioning. Its clean engine compartment is free of fluid leaks. It also has a clean title history, has complete and verifiable service records and will pass safety and smog inspection.

**Very Good Condition** - 23% of all cars we value. This car has minor wear or visible defects on the body and interior but is in excellent mechanical condition, requiring only minimal reconditioning. It has little to no paint and bodywork and is free of rust. Its clean engine compartment is free of fluid leaks. The tires match and have 75% or more of tread. It also has a clean title history, with most service records available, and will pass safety and smog inspection.

**Good Condition** - 54% of all cars we value. This car is free of major mechanical problems but may need some reconditioning. Its paint and bodywork may require minor touch-ups, with repairable cosmetic defects, and its engine compartment may have minor leaks. There are minor body scratches or dings and minor interior blemishes, but no rust. The tires match and have 50% or more of tread. It also has a clean title history, with some service records available, and will pass safety and smog inspection.

**Fair Condition** - 18% of all cars we value. This car has some mechanical or cosmetic defects and needs servicing, but is still in safe running condition and has a clean title history. The paint, body and/or interior may need professional servicing. The tires may need replacing and there may be some repairable rust damage.

## Tip:

**It's crucial to know your car's true condition when you sell it so that you can price it appropriately. Consider having your mechanic give you an objective report.**

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