

**AGENDA
REGULAR MEETING OF
THE PRESIDENT AND THE BOARD OF TRUSTEES
THE VILLAGE OF WAYNE
5N430 Railroad Street
Wayne, Illinois 60184**

Tuesday, April 16, 2024

7:30pm

Link to Join Webinar

<https://us06web.zoom.us/j/85036473381>

- I. Pledge of Allegiance**
- II. Call to Order - Roll Call**
- III. Public Comment - (please limit your comments to three minutes)**
The Public Comment section is intended to give the public an opportunity to present a comment or opinion to the Board of Trustees. It is not intended to be a time for questions and answers or debate on political issues. Discussion between speakers and other members of the audience will not be permitted. For questions please email members of the Board directly and a Board member or staff will respond directly. Public Comment should be limited to this portion of the agenda and the public should not interrupt the Board during the remainder of the meeting. Should a member of the public become disruptive or interrupt another speaker they will be warned once, and if the disruption continues, removed from the meeting.
- IV. Reports of Boards, Commissions, Staff, and Action Items**
 - A. Plan Commission**
 - B. Zoning Board of Appeals**
 - C. Engineering**
 - D. Park Commission**
- V. Consent Agenda**
 - A. Minutes April 2, 2024 – Open Session**
 - B. Little Home Church for April 1, 2024 Plan Commission Meeting - \$100**
 - C. Arbor Day Proclamation – April 26, 2024**
- VI. Items Removed from Consent Agenda**
- VII. Ordinances and Resolutions**
 - A. Res #24-R-03; Michael J. Gricus Employment Agreement**
 - B. Res #24-R-04; Lamplight Equestrian Center Add'l Show Days 2024**
- VIII. Reports of Officers and Action Items**
 - A. Clerk's Report – Patti Engstrom**
 - B. Treasurer's Report – Howard Levine**
 - C. President's Report – Eileen Phipps**
 - 1. Dunham North HOA Proxy**
 - D. Village Attorney's Report – Mickey, Wilson, Weiler, Renzi, Lenert & Julien, P.C.**

- IX. Appointments – Village Commissions and Committees – President Phipps**
- X. Reports of Trustees and Action Items**
 - A. Public Safety – Pete Connolly**
 - 1. Closed Session – Item A. Pending, Imminent or Probable Litigation**
 - B. Public Works – Mike Dimitroff**
 - C. Finance – Pete Connolly**
 - D. Administration – Emily Miller**
 - E. Development/Historic and Rural Preservation – Ed Hull**
 - F. Building & Zoning –Gary Figurski**
 - G. Parks – Emily Miller**
 - H. Technology – Guy Bevente**
 - 1. Cyber Security and Training Added Protection**
- XI. Closed Session**
 - A. Pending, Imminent or Probable Litigation – Open Meetings Act, 5 ILCS 120/2 (c) (11)
Open Meetings Act, 5 ILCS 120/2 (c) (1)B**
 - B. Appointment, Employment and Compensation of Village Employees–Open Meetings Act,
5 ILCS 120/2 (c)(1)**
 - C. Purchase or Lease of Real Property – Open Meetings Act, 5 ILCS 120/2 (c) (6)**
 - D. The Setting of a Price for Sale or Lease of Village Property, 5 ILCS 120/2 (c) (6)**
 - E. Security Procedures, Personnel, Equipment in Response to Threat of Potential
Danger to Employees, Staff, Public or Public Property, 5 ILCS 120/2 (c) (8)**
 - F. Discussion of Closed Minutes for Purposes of Approval or Semi-Annual Review,
5 ILCS 120/2 (c) (21)**
 - G. The Selection of a Person to Fill Public Office, 5 ILCS 120/2 (c) (3)**
- XII. Old Business**
- XIII. New Business and Action Items**
 - A. Action on Proposed Settlement for Damage to Police Vehicle**
- XIV. Adjournment**

In lieu of making a comment in person, a member of the public may submit a written comment by email no later than noon on the day preceding the day of the meeting to clerk@villageofwayne.org and it will be read at the meeting. Written comments should be limited to 450 words or less and, when read, are subject to the three minute time limit for public comment.

Note: Any person who has a disability requiring a reasonable accommodation to participate in this meeting should contact ADA Compliance Officer Mon-Thurs 8:00am–12:00pm Village of Wayne, 5N430 Railroad Street, P.O. Box 532, Wayne, IL 60184, or call (630) 584-3090. Requests for a qualified interpreter require five (5) working days’ advance notice.

PROCLAMATION ARBOR DAY 2024

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of More than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal, and

WHEREAS, The Village of Wayne has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways.

Now, therefore, I, Eileen Phipps, President, Village of Wayne, do hereby set forth a standing proclamation that in the Village of Wayne, Illinois all citizens are urged to protect our trees and woodlands, to support our city's urban forestry program, to plant trees to gladden the hearts and promote the well-being of future generations, and to celebrate Arbor Day annually on a day as close to the last Friday in April as is possible, April 26th, 2024.

Dated this 16th day of April 2024.

Eileen Phipps
Village President of Wayne

**VILLAGE OF WAYNE
DUPAGE AND KANE COUNTIES, ILLINOIS**

RESOLUTION NO. 24-R-03

**RESOLUTION AUTHORIZING EXECUTION OF AN AMENDED
EMPLOYMENT AGREEMENT WITH MICHAEL J. GRICUS**

**ADOPTED BY THE PRESIDENT AND
BOARD OF TRUSTEES OF THE
VILLAGE OF WAYNE
DUPAGE AND KANE COUNTIES, ILLINOIS**

THIS _____ DAY OF _____, 2024

**PUBLISHED by authority of the
President and Board of Trustees
of the Village of Wayne, DuPage
and Kane Counties, Illinois
this _____ day of _____, 2024**

**VILLAGE OF WAYNE
DUPAGE AND KANE COUNTIES, ILLINOIS**

RESOLUTION NO. 24-R-03

**RESOLUTION AUTHORIZING EXECUTION OF AN AMENDED
EMPLOYMENT AGREEMENT WITH MICHAEL J. GRICUS**

WHEREAS, the Village of Wayne, DuPage and Kane Counties, Illinois (the “Village”) has previously entered into an Employment Agreement with Michael J. Gricus (the “Agreement”); and

WHEREAS, the Agreement has been extended and amended from time to time; and

WHEREAS, the President and Board of Trustees of the Village of Wayne deem it to be in the best interests of the Village to enter into an Amended Employment Agreement with Michael J. Gricus extending said Agreement for a period of one (1) year commencing May 1, 2024, and expiring April 30, 2025 in the form attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Wayne, DuPage and Kane Counties, Illinois, as follows:

Section 1. The facts and statements contained in the preamble to this Resolution are hereby found by the President and Board of Trustees to be true and correct and are hereby adopted as part of this Resolution.

Section 2. The Amended Employment Agreement (2024-2025) with Michael J. Gricus in the form attached hereto as Exhibit “A” is hereby approved and the President of the Board of Trustees and the Village Clerk are hereby authorized and directed to execute said Amended Employment Agreement.

Section 3. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Eileen Phipps, President

ATTEST:

Patricia Engstrom, Village Clerk

(SEAL)

**EXHIBIT “A”
AMENDED EMPLOYMENT AGREEMENT
(2024-2025)**

This employment agreement (“Agreement”) is entered into effective as of May 1, 2024 by and between the Village of Wayne, DuPage and Kane Counties, Illinois (“Village”) and Michale J. Gricus (“Gricus” or “Director”).

1. The Village hereby employs Gricus, of the Village of Bloomingdale, DuPage County, State of Illinois, as Building Department Director and Zoning Enforcement Officer/Building Inspector to serve and perform such duties at such time and places and in such manner as the Village may from time to time direct.

2. The Term of this Agreement shall be for a period of one year from May 1, 2024 through April 30, 2025, and shall automatically renew annually thereafter for an additional one-year period unless either party gives a termination notice not less than 30 days before the termination date. The compensation for each such renewal shall be a 3% increase (rounded) on all agreed rates except the retainer which can be adjusted with majority vote from the board at any time.

3. Director agrees to faithfully perform the duties assigned to him to the best of his ability, to devote his time and attention to the Village’s business, to make to the Village prompt, complete, and accurate reports of his work and expenses, to promptly remit to the Village all monies of the Village collected by him or coming into his possession, and to faithfully discharge the duties of Building Department/Zoning Enforcement Officer/Building Inspector of the Village.

4. The Village agrees to pay Director compensation at the rate of Thirty six Dollars (\$36.00) per chargeable event (as mutually agreed upon), Two Hundred Dollars and 00/100

(\$200.00) per month retainer and Thirty Six Dollars (\$36.00) per hour for services as Building Department Director, and all reasonable and necessary travel (established then current federal per diem rates are acceptable) and other expenses incurred by Director in performing his aforementioned duties.

5. The schedule of the Director's work hours as Building Department Director will vary from time to time depending on the volume of construction or related activity taking place within the Village at any given time. The Village and Director shall establish a schedule of work hours in accordance with the requirements of the position.

6. In addition, in consideration for services as Zoning Enforcement Officer/Building Inspector, the Village agrees to pay Director compensation at the rate of Thirty six Dollars (\$36.00) per inspection; not to exceed One hundred and 00/100 Dollars (\$100.00) for building plan and zoning review, and all reasonable and necessary travel (established then current federal per diem rates are acceptable) and other expenses incurred by Director in performing his aforementioned duties.

7. The schedule of the Director's work hours as Zoning Enforcement Officer/Building Inspector will vary from time to time depending on the volume of construction taking place within the Village at any given time. The Village and Director shall establish a schedule of work hours in accordance with construction volume.

8. Director shall report to the Chairman of the Building and Zoning Committee of the Village of Wayne, or in his or her absence, to the Village President.

9. At the end of each month, Director shall submit; first to the Chairman of the Building and Zoning Committee and the Village President for their approval, and after same to the Village Treasurer, an itemized statement for services performed as Director during the month

along with a report itemizing reasonable and necessary travel and other expenses for reimbursement together with supporting receipts.

10. Not later than at the end of each month, Director shall submit, first to the Chairman of the Building and Zoning Committee and the Village President for their approval, and after same to the Village Treasurer, a detailed list of the inspections performed and building plan and zoning reviews done during that month, along with a report itemizing reasonable and necessary travel and other expenses for reimbursement together with supporting receipts, and for which payment is sought in the next pay period.

11. On the 15th and last day of the month, the Director shall receive payment for services and reimbursable expenses which were submitted for payment at the end of the previous pay period. The Village shall withhold all appropriate federal and state taxes in accordance with applicable law. The parties shall furnish each other such documentation as may be required by law to effectuate such withholding.

12. The authority of Director to incur out-of-pocket expenses on behalf of the Village shall be regulated by the Village Board through the Chairman of the Building and Zoning Committee.

13. Director's employment as Building Department Director/Zoning Enforcement Officer/Building Inspector shall be contingent upon appointment by the Village President and confirmation by the Board of Trustees to each said office as provided by Ordinance.

14. Director shall be classified as an "Other Part-Time" employee for purposes of determining the application of the Employee Compensation Policy and Administrative Program adopted pursuant to Resolution 19-R-12, as amended.

15. During the term of this Agreement, and to the extent permitted by the laws of the State of Illinois, the Village agrees to indemnify Director for any liability arising out of his

authorized acts as Building Department Director/Zoning Enforcement Officer/Building Inspector.

16. This Agreement may be terminated by either party at any time, for convenience, on thirty (30) days prior written notice to the other party. Upon the termination of this Agreement in any manner, the payment to Director of the money earned to the date of such termination shall be in full satisfaction of all claims against the Village under this Agreement.

IN WITNESS THEREOF, the parties have executed this Employment Agreement on this.

____ day of _____, 2024.

VILLAGE OF WAYNE
A municipal corporation

By: _____
Eileen Phipps, Village President

Michael J. Gricus

Attest : _____
Patricia Engstrom, Village Clerk

(SEAL)

Res 24-R-03



Assessment Center
900 Montclair Road
Birmingham, Alabama 35213
Tel: 888-icc-safe [422-7233]
Fax: 205-905-7096
www.iccsafe.org

February 09, 2024

Michael Gricus
201 S Bloomingdale Road
Bloomingdale, Illinois 60108

Dear Michael Gricus ,

The International Code Council Assessment Center has received your renewal application for the Housing and Zoning Code Specialist,Electrical Code Specialist,Mechanical Code Specialist,Plumbing Code Specialist,Building Code Specialist,Permit Specialist,Fire Inspector II,Fire Inspector I,Permit Technician,Disaster Response Inspector,Certified Housing Code Official,Certified Mechanical Code Official,Mechanical Plans Examiner,Certified Electrical Code Official,Residential Mechanical Inspector,Commercial Energy Plans Examiner,Elevator Inspector,Commercial Plumbing Inspector,Zoning Inspector,Building Inspector,Plumbing Inspector,Master Code Professional,Combination Inspector,Commercial Combination Inspector,Commercial Energy Inspector,Electrical Inspector,Residential Energy Inspector/Plans Examiner,Residential Electrical Inspector,Property Maintenance and Housing Inspector,Commercial Building Inspector,Combination Plans Examiner,Certified Building Code Official,Commercial Mechanical Inspector,Mechanical Inspector,Plumbing Plans Examiner,Residential Combination Inspector,Commercial Electrical Inspector,Fire Prevention II - NFPC,Residential Plumbing Inspector,Certified Building Official,Residential Building Inspector,Building Plans Examiner,Fire Prevention I - NFPC,Accessibility Inspector/Plans Examiner,Electrical Plans Examiner,Certified Plumbing Code Official certification(s).

Congratulations! Your renewal application has been approved and the below-named certification (s) have been renewed.

Certification	Certification Number	Effective Date	Expiration Date
Housing and Zoning Code Specialist	5170826	July 14, 2024	July 14, 2027
Electrical Code Specialist	5170826	July 14, 2024	July 14, 2027

Mechanical Code Specialist	5170826	July 14, 2024	July 14, 2027
Plumbing Code Specialist	5170826	July 14, 2024	July 14, 2027
Building Code Specialist	5170826	July 14, 2024	July 14, 2027
Permit Specialist	5170826	July 14, 2024	July 14, 2027
Fire Inspector II	5170826	July 14, 2024	July 14, 2027
Fire Inspector I	5170826	July 14, 2024	July 14, 2027
Permit Technician	5170826	July 14, 2024	July 14, 2027
Disaster Response Inspector	5170826	July 14, 2024	July 14, 2027
Certified Housing Code Official	5170826	July 14, 2024	July 14, 2027
Certified Mechanical Code Official	5170826	July 14, 2024	July 14, 2027
Mechanical Plans Examiner	5170826	July 14, 2024	July 14, 2027
Certified Electrical Code Official	5170826	July 14, 2024	July 14, 2027
Residential Mechanical Inspector	5170826	July 14, 2024	July 14, 2027
Commercial Energy Plans Examiner	5170826	July 14, 2024	July 14, 2027
Elevator Inspector	5170826	July 14, 2024	July 14, 2027
Commercial Plumbing Inspector	5170826	July 14, 2024	July 14, 2027
Zoning Inspector	5170826	July 14, 2024	July 14, 2027
Building Inspector	5170826	July 14, 2024	July 14, 2027
Plumbing Inspector	5170826	July 14, 2024	July 14, 2027
Master Code Professional	5170826	July 14, 2024	July 14, 2027
Combination Inspector	5170826	July 14, 2024	July 14, 2027

Commercial Combination Inspector	5170826	July 14, 2024	July 14, 2027
Commercial Energy Inspector	5170826	July 14, 2024	July 14, 2027
Electrical Inspector	5170826	July 14, 2024	July 14, 2027
Residential Energy Inspector/Plans Examiner	5170826	July 14, 2024	July 14, 2027
Residential Electrical Inspector	5170826	July 14, 2024	July 14, 2027
Property Maintenance and Housing Inspector	5170826	July 14, 2024	July 14, 2027
Commercial Building Inspector	5170826	July 14, 2024	July 14, 2027
Combination Plans Examiner	5170826	July 14, 2024	July 14, 2027
Certified Building Code Official	5170826	July 14, 2024	July 14, 2027
Commercial Mechanical Inspector	5170826	July 14, 2024	July 14, 2027
Mechanical Inspector	5170826	July 14, 2024	July 14, 2027
Plumbing Plans Examiner	5170826	July 14, 2024	July 14, 2027
Residential Combination Inspector	5170826	July 14, 2024	July 14, 2027
Commercial Electrical Inspector	5170826	July 14, 2024	July 14, 2027
Fire Prevention II - NFPC	5170826	July 14, 2024	July 14, 2027
Residential Plumbing Inspector	5170826	July 14, 2024	July 14, 2027
Certified Building Official	5170826	July 14, 2024	July 14, 2027
Residential Building Inspector	5170826	July 14, 2024	July 14, 2027
Building Plans Examiner	5170826	July 14, 2024	July 14, 2027
Fire Prevention I - NFPC	5170826	July 14, 2024	July 14, 2027
Accessibility Inspector/Plans Examiner	5170826	July 14, 2024	July 14, 2027

Electrical Plans Examiner	5170826	July 14, 2024	July 14, 2027
Certified Plumbing Code Official	5170826	July 14, 2024	July 14, 2027

Remember to complete the renewal requirements prior to your certification's expiration date. Activities for earning CEUs must be completed within three years prior to the date you submit your renewal.

Get Started with Certification Renewals:

- View a Listing of Your Current Certification(s): [Click here](#) and enter your myICC account email or Record number
- View the online renewal process on the [ICC website](#)
- Log in to your [myICC account](#) to enter CEUs and renew when it's time

Has your address changed? Log in to your myICC account to change your address.

Questions? Please do not hesitate to contact us at customersuccess@iccsafe.org!

Sincerely,

The Assessment Center team

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

Join us as we launch a new event along with the ICC 2024 Committee Action Hearings. ICC Leadership Week is a FREE CEU and networking event for our members.

[Learn More!](#)

EXTRAORDINARY SERVICE. EVERY TIME. [RATE OUR SERVICE](#)

CAUTION: This email originated from outside of the organization.

**VILLAGE OF WAYNE
DUPAGE AND KANE COUNTIES, ILLINOIS**

RESOLUTION NO. 24-R-04

**A RESOLUTION APPROVING ADDITIONAL OUTDOOR
SHOW DAYS FOR THE LAMPLIGHT EQUESTRIAN CENTER**

**ADOPTED BY THE PRESIDENT AND
BOARD OF TRUSTEES OF THE
VILLAGE OF WAYNE
DUPAGE AND KANE COUNTIES, ILLINOIS**

THIS 16th DAY OF APRIL, 2024

**PUBLISHED by authority of the
President and Board of Trustees
of the Village of Wayne, DuPage
and Kane Counties, Illinois
this _____ day of April, 2024**

**VILLAGE OF WAYNE
DUPAGE AND KANE COUNTIES, ILLINOIS**

RESOLUTION 24-R-04

**A RESOLUTION APPROVING ADDITIONAL OUTDOOR
SHOW DAYS FOR THE LAMPLIGHT EQUESTRIAN CENTER**

WHEREAS, the President and Board of Trustees have heretofore passed Ordinance No. 88-02A, entitled “An Ordinance Granting a Special Use Permit to Lamplight Equestrian Center, Inc., to Construct and Operate a Commercial Stable and Related Facilities”; and

WHEREAS, Section III(G) of the aforesaid Ordinance provides for one hundred twenty-five (125) show days with no more than one-third thereof being outdoor shows; provided, however that Section III(G) further provides that the owner may request the Village Board’s approval for show days in excess of the forgoing; and

WHEREAS, HITS, LLC, as the owner, has requested that the number of outdoor show days for the year 2024 be increased to one hundred twenty-five (125);

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Wayne that the request of HITS, LLC to increase the number of outdoor show days for 2024 as provided in Ordinance 88-02A be, and the same hereby is, approved.

BE IT FURTHER RESOLVED, that the Village Clerk is authorized and directed to transmit a certified copy of this Resolution to Dan Lynch, Village Engineer, and to Michael Gricus, Director of Building and Zoning.

PASSED AND APPROVED THIS 16th DAY OF APRIL, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Eileen Phipps, President

ATTEST:

Patricia Engstrom, Village Clerk

Dunham North Homeowners Association
P.O. Box 69
Wayne, IL 60184-0069

April 3, 2024

Dear Neighbor,

Our annual meeting is scheduled for 7:00 pm on Monday, April 22nd. It will be held in the Little Home Church Hall, 32W128 Army Trail Road, Wayne, IL.

At this meeting, we will be discussing topics that affect our community, reviewing financial reports, and fielding questions from the floor. We will also hold the annual election for Board positions for fiscal year 2024.

If you plan to run for a position on the Board of Directors and wish to be placed on the ballot, please submit your request in writing, postmarked no later than April 17, 2024 to:

Dunham North Homeowners Association
P.O. Box 69
Wayne, IL 60184-0069

If you cannot attend the meeting, please complete and sign your proxy and give it to a neighbor or Board Member who can vote in your place. If we do not have a quorum, we will not be able to conduct business, so please plan on attending in person or voting by proxy.

I look forward to meeting with you and discussing association business for 2024. If you have any questions, please send an email to info@dunhamnorth.com.

Sincerely,

Heidi Pearson, President
Dunham North Homeowners Association

RECEIVED BY
VILLAGE CLERKS OFFICE

APR 09 2024

VILLAGE OF WAYNE
WAYNE, IL

Dunham North Homeowners Association
P.O. Box 69
Wayne, IL 60184-0069

HOMEOWNER PROXY

A quorum is required to conduct official business at the annual Dunham North Homeowners Association meeting. If you attend the meeting, you may vote in person. If you do not plan to attend, please designate a proxy person to vote for you. You must give this completed form to your proxy person so they may vote in your place.

Alternatively, you may fill out this form, deliver it to a Board member, and designate that Board member to vote in your place.

Your Name: (please print) _____

Your Mailing Address: _____

hereby designates
(Print the name of your proxy person) _____

to vote on matters for me in my place at the annual Dunham North Homeowners Association meeting to be held Monday, April 22, 2024 at 7:00 p.m. at the Little Home Church Hall, 32W128 Army Trail Road, Wayne, IL.

By this designation of proxy, the Proxy (person) may attend and represent me at the Dunham North Homeowners Association meeting. He/She may act on my behalf and vote in my place with the same effect and authority as if I were personally present.

This designation of proxy shall revoke any prior designation of proxy that I may have given previously with respect to the ownership interest in my property.

This designation of proxy shall be effective for the Annual Meeting of the Dunham North Homeowners Association to be held Monday, April 22, 2024 and at all adjournments of such meeting.

The Proxy shall have the full power to represent me and vote on all issues, motions and elections that are properly presented at the meeting (s) for which this designation of proxy is effective. The Proxy shall have the authority to vote entirely at the discretion of the Proxy.

Your Signature: _____ Today's Date: _____

RECEIVED BY
VILLAGE CLERKS OFFICE

APR 09 2024

VILLAGE OF WAYNE
WAYNE, IL

To: Village of Wayne Board
From: Guy Bevente
Date: April 10, 2024
Re: Added Compute Environment Protection and Security Training

As you know, cyber security remains a leading concern with most entities and continues to grow as a threat. The bad actors continue to grow in sophisticated practices to defraud and disrupt operations. Although there isn't a bullet proof solution, we should consider **several enhancements to increase protection.**

Microsoft offers a **layer of email protection** that we don't currently own called **Defender 365**; it offers **additional and more advanced defense against email threats** and when using Office 365 collaboration tools. It is designed to protect organizations from email-based threats such as malware, spam, phishing, and other types of malicious content. Defender 365 uses Machine Learning, heuristics, and signature based detection to improve probabilities of blocking threats before reaching a user's inbox.

Cyber Security Awareness training is an important defense against cyber threats. In reviewing information provided by RMA and courses offered through Curricula (now owned by Huntress that we use for threat detection), we should minimally **implement the paper based annual recertification process for all employees and elected officials; and an automated solution for our part time office staff.**

The **recommended paper based annual training process** for all employees, elected officials, and appointed officials should be the **adoption of the RMA provided Security Awareness Training** in accordance with the Illinois Information Security Improvement Act (20 ILCS 1375). This will require reading training materials and signing off annually. The automated training modules should be minimally adopted for the 4 PT administrative and accounting staff. This automated training covers Email Compromise, Cyber Security Awareness, Protecting Sensitive Information, Phishing, Malware, and other related cyber security awareness topics.

According to ConsultNet, the village currently has 38 online accounts.

<u>Product</u>	<u># of users</u>	<u>Price per User</u>	<u>Monthly Cost</u>
Defender 365	38	\$2.00	\$76.00
Curricula Online Training	4	\$3.50	\$14.00
Total			\$90/mo

The above services will be obtained and billed through our existing vendor, ConsultNet. Further, the above price represents a **27% negotiated reduction.**

I recommend approval not to exceed \$100/month for the above products to fortify the security of our compute environment.

Thanks,

Guy