



TOIRMA Update

By Jim Donelan

TOIRMA Executive Director

Annual Member Survey

ON OCTOBER 1, 2020, TOIRMA's "Annual Member Survey" was mailed to each township's designated TOIRMA contact. Included in the mailing was the single-paged survey along with a self-addressed stamped envelope to aid in a timely response. The survey is due back to TOIRMA by October 22, 2020. Historically, the response to the survey has been tremendous, over 70%, and we appreciate your help in completing the survey and returning it to our office.

The TOIRMA Team utilizes the feedback from the survey in evaluating the effectiveness of the TOIRMA Program in meeting our members' needs. Each response is evaluated by staff and the information provided assists us in improving our coverages and member services.

In fact, the Board of Trustees and management has improved our coverages over the years based on member feedback from the survey. Examples of enhancements to our coverages include the following: adding

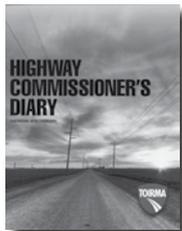
bridge coverage (up to \$50,000); adding equipment breakdown coverage (boiler and machinery); adding optional general, auto, and public officials liability coverages in excess of the standard limitations of \$3 million (up to \$5 million or \$10 million accordingly); increasing the premises medical liability limit from \$5,000 to \$10,000 per person; adding cyber liability coverage at no additional charge, and increasing the towing limitation from \$250 to \$750 per occurrence to name a few. If you have a suggestion, or need our assistance with something risk management related, please include your thoughts/request as a part of your response.

Again, thank you for your attention to the "Annual Member Survey" and returning it to our office.

As always, if you have any additional questions, please feel free to contact me toll-free at (888) 562-7861, or by email at jdonelan@toirma.org.

Think Safe ... Drive Safe ... Work Safe

Seasonal Reminder — Signage of Roads



Traffic control signage impacts the flow of traffic in your townships. Along with signage comes great responsibility to townships, and it is vital that traffic control signs are located correctly and properly maintained.

Document, document, document! A key tool TOIRMA offers its members in making sure signs are regularly inspected, and that any action taken to remedy a problem is documented appropriately, is our "Highway Commissioner's Diary." The diary is available at no cost, and is designed to assist with the implementation of a regular inspection system. If you would like a diary mailed to you, please contact Danielle Smith (217) 444-1204, dsmith@cmsi.com.

Once a highway commissioner, other township official, or employee becomes aware of an issue with a sign, such as an obstruction, damaged, or missing sign, the problem should be addressed immediately. This includes observing the problem personally or

being notified by a constituent or another individual. If a highway commissioner is aware of a problem due to it being obvious or present for an extended period, there may be liability issues. Again, having a regular inspection process in-place and utilizing the "Highway Commissioner's Diary" for documentation will help address potential issues.

Highway commissioners, please remember the following:

- Contact your county engineer prior to installing a traffic control device or sign (highway commissioners must have written approval before placing).
- Before digging, contact JULIE, Illinois One-Call System at: 811 or (800) 892-0123.
- Inspect your signs periodically and use the "Highway Commissioner's Diary" to document inspections.
- Maintain the sign (ongoing responsibility).

