

**MINUTES OF EMERGENCY MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MARCH 25, 2020**

Massier called the Emergency Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 2:00 p.m. and advised that the meeting was being recorded. In accordance with the State of Illinois Executive Order in Response to COVID-19 (Executive Order No. 5), Section 6, the meeting was held via WebEx (audio only). Dial-in information was provided for the general public in the published agenda. No in-person meeting was held.

The following Trustees were present:

Donald Massier	President
Elmer Jones	Vice President
Rick Pollack	Clerk/Treasurer
John F. Sweeney	Trustee
Ben Bernsten	Trustee

Staff present: Timothy S. Hanson, Executive Director; Christopher Baer, Director of Engineering; Julia Scott-Valdez, Director of Human Resources; Chris Black, Director of Finance; Joseph Hanley, Legal Director; Jim Reader, Director of Collection Systems; Larry McFall, Director of Plant Operations; Greg Cassaro, Assistant Director of Plant Operations; Mike Robertson, CIO, and Susan Skinner, Executive Services Coordinator.

Sweeney moved to approve the minutes of the Regular Meeting of February 24, 2020; seconded by Pollack; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John F. Sweeney	Aye

No members of the public participated.

Scott-Valdez provided an update on the planning and activities undertaken by the District's leadership team in preparation for what has turned into a shelter-in-place mandate from the State of Illinois due to COVID-19. Initial steps for preparedness began with informal discussions with the Executive Director and his Department Heads at the end of February and have culminated in a COOP that was finalized on Friday, March 21, 2020, shortly before Governor Pritzker mandated shelter-in-place for all Illinois residents. The team developed a strong plan that allows for operations to continue with minimal staffing through a sixty (60) day period. Every effort has been made to keep first responders, those employees that make sure our plant operates effectively and our infrastructure is working, as safe as possible. All staff that has been sent home to shelter-in-place understands that they may be called in to perform any job or task. As is the case with all plans of this nature, it is considered a living document that will be tweaked and amended as we move through the shelter-in-place mandate. District staff is to be commended for their positive attitude and their willingness to cooperate during a time when there is so much uncertainty.

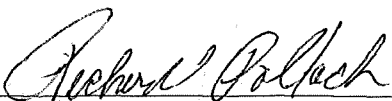
Massier commended the staff for all their hard work with this situation.

Pollack moved to approve Resolution 19 20 14, Granting Executive Director Certain Emergency Powers in Response to the Coronavirus (COVID-19); seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John F. Sweeney	Aye

At 2:20 p.m., Pollack moved to adjourn the emergency meeting; seconded by Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye


Clerk