

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT SPECIAL MEETING HELD ON MARCH 20, 2020 AT THE HEART OF THE VALLEY MEETING ROOM.

Members Present: David Casper - President
Bruce Siebers - Vice President
Patrick Hennessey – Secretary
Kevin Coffey - Commissioner
John Sundelius – Commissioner

Absent: None

Also Present: Brian Helminger - District Director HOVMSD

1. 4:00 p.m. Call to Order – Roll Call

President Casper called the meeting to order at 4:00 PM.

2. COVID-19 Virus – General Discussions: Pandemic Preparedness Plan and Alternative Staffing for Office and Plant Personnel

District Director Helminger informed the Commission on proactive actions taken to ensure plant operations. Orders were placed for polymer for both the Actiflo process and sludge thickening in the DAFT units. Once orders are received at the plant there should be enough on site for 2 months based on historical usage.

The Director of O&M placed orders for ferric sulfate to include the normal delivery and an extra load the week of March 30th. Ferric sulfate is the highest use chemical and integral for Actiflo to function properly. The District was assured by Chemtrade of its priority status for future chemical deliveries. Disinfection chemicals were ordered early for the effluent disinfection season that starts annually on May 1.

Helminger informed the Commission that a call was made to the District DNR Basin Engineer and he informed the District that he was unaware of any pending DNR guidance related to operations or temporary changes in reporting or timelines with respect to permit compliance.

The Commission and Helminger discussed the draft Pandemic Preparedness Plan content along with a State of Emergency resolution to be modified as necessary based on Axley legal review.

Additional discussions centered on preparedness actions including plans for office staff working remotely when possible, distancing and separating plant staff using alternative staffing schedules in an effort to minimize travel, limit in-person staff interaction, and prevent spread of the Covid-19 within District employees. These actions and strategies are being used elsewhere and necessary to ensure continuity of District operations.

Helminger was directed to take steps necessary to remote work and procure the ability to conference call and teleconference in future Commission meetings. It was the consensus of the Commissioners to create a budget line to capture District expenses attributed to the COVID-19 pandemic.

Helminger was directed to modify the documents and prepare an agenda for Monday, March 23rd at noon for official Commission action on the Resolution and Pandemic Plan.

3. General Old or New Business

There was nothing to discuss under General Old or New Business.

5. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Siebers to adjourn the meeting. Motion carried unanimously. (Time: 5:45 PM)

SIGNED & APPROVED BY: _____
Patrick E. Hennessey, Secretary