

**NORTHERN MORAINÉ WASTEWATER RECLAMATION DISTRICT**

**RESOLUTION NO. 21-03**

**RESOLUTION ESTABLISHING COVID-19 SAFETY PRECAUTIONS**

**WHEREAS**, the Northern Moraine Wastewater Reclamation District (the "***District***") is a sanitary district operating pursuant to the authority set forth in the Illinois Sanitary District Act of 1917, 70 ILCS 2405 (the "***Act***"); and

**WHEREAS**, the District provides, *inter alia*, sanitary sewage collection and treatment services for persons within the corporate limits of the District (the "***Services***"); and

**WHEREAS**, the Services are an essential function for the maintenance of the public health, safety, and welfare of the persons living, working, or interacting within the District's service area, as well as for the environmental and ecological health of such service area and public waters located therein; and

**WHEREAS**, to continue to provide its essential Services, it is necessary for the District to have and maintain a skilled staff that is available to serve the District and its residents and users; and

**WHEREAS**, the effects of the COVID-19 pandemic have presented serious health risks to individuals while causing significant disruption to commerce and personal activities within the District and worldwide; and

**WHEREAS**, in the face of the challenges arising from COVID-19, the President and Board of Trustees (the "***District Board***") have determined that it is essential for the public health, safety, and welfare of the District, its residents, and those interacting with persons and businesses within the District or having any association with persons or businesses located downstream from the receiving waters of the District's treatment facilities that all steps be taken to ensure the safe, effective, efficient, and continued operation of the District and its facilities (the "***Operations***") and the continued provision of the Services; and

**WHEREAS**, to protect the District's staff and persons interacting with the District's staff, and to better ensure that the District's staff remains available and accessible for performing the essential Operations and providing the Services of the District, the District Board has determined that it is necessary and appropriate to establish temporary rules for District officers, officials, employees, contractors, service providers, and users as hereinafter set forth (the "**Special COVID Rules**"); and

**WHEREAS**, compliance with the Special COVID Rules shall be deemed part of the duties of the employees of the District, a condition for the entry upon District property, and a condition of the Services of the District;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT, LAKE AND McHENRY COUNTIES, ILLINOIS, AS FOLLOWS:**

**SECTION ONE: Recitals.** The foregoing recitals are incorporated herein as if fully set forth.

**SECTION TWO: Adoption of Special COVID Rules; Supplemental Rules.**

A. Adoption. The District Board hereby adopts and approves the "Special COVID Rules" that are attached hereto as Exhibit A and made a part hereof. The District Manager is hereby directed to post the Special COVID Rules on the District's website and otherwise circulate such Special COVID Rules to all District employees.

B. Supplemental Rules. The District Manager is hereby authorized to establish additional rules to supplement the Special COVID Rules in furtherance of guidelines and directives of the Center for Disease Control or any authorized public health authority ("**Supplemental Rules**"). The District Manager shall post all such Supplemental Rules on the District's website and otherwise circulate such Supplemental Rules as soon as possible after adoption. Any such Supplemental Rules shall be deemed incorporated into the Special COVID Rules.

C. Intended Effect. In order to encourage employees to obtain a vaccination against COVID-19, the District shall grant employees additional leave consistent with the provisions of the Families First Coronavirus Response Act ("**FFCRA**"), but such additional leave shall only be made

available to and through May 31, 2021. Except as set forth in the preceding sentence, nothing in this Resolution is intended to extend the now-expired leave provisions of the FFCRA or otherwise to establish or alter the District's leave or other employee policies.

**SECTION THREE: Violations of Special COVID Rules.**

A. Violations by Officers, Officials, and Employees. The Special COVID Rules shall be deemed to be incorporated and made a part of the District's Employee Manual. Any officer, official, or employee of the District who violates the Special COVID Rules will be deemed to have violated the District's Employee Manual and will be subject to discipline as set forth in the Employee Manual. To the extent that the Employee Manual does not apply to an officer or official of the District, any violation shall be reported to the District Board, which shall be authorized to discipline such officer or official.

B. Violations by Non-Employees. Any person other than an officer, official, or employee of the District who violates the Special COVID Rules while located upon any property of the District shall be deemed a trespasser and subject to civil and criminal penalties therefor as provided by law.

**SECTION FOUR: Effective Date.** This Resolution shall be in full force and effect immediately following its approval.

PASSED THIS 13<sup>th</sup> DAY OF April, 2021.

AYES: 4 ( )

NAYS: 1 ( )

ABSENT: 0 ( )

APPROVED THIS 13 DAY OF April, 2021.

*Scott A. Schubert*  
President

ATTEST: *Deborah Martin*  
District Clerk



## EXHIBIT A

### Special COVID Rules

The Northern Moraine Wastewater Reclamation District (the "***District***"), through its Board of Trustees, has adopted the following special rules (the "***Special COVID Rules***") in order to protect employees and others and minimize the risk of transmission of SARS-CoV-2, the virus that causes COVID-19. The Special COVID Rules apply to all officer, officials, and employees of the District, as well as to any other persons who visit District facilities or properties.

#### General Safety Guidelines

- To the extent feasible, maintain 6 feet of social distance. When such social distancing cannot be maintained, masks must be worn. This requirements shall not apply to any District employee after 14 days of such employee being fully vaccinated.
- Wash your hands after using the restroom, before eating, and if you cough/sneeze into your hands [follow the 20-second handwashing rule ([Handwashing | CDC](#))]. Use hand sanitizer when possible.
- Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue, discard it properly and clean/sanitize your hands immediately.
- Avoid touching your face, particularly eyes, nose, and mouth with your hands to prevent from getting infected.
- Travel in separate vehicles at all times. this requirements shall not apply to any District employee after 14 days of such employee being fully vaccinated.
- If you find yourself coughing/sneezing on a regular basis, avoid close physical contact with your coworkers and others and take extra precautionary measures (such as requesting sick leave).
- If you have cold symptoms, such as fever/nagging cough/feeling lousy, do not come to work. If symptoms persist, consult your doctor and get tested for COVID.

#### Masks

- Masks (i.e., face coverings that are either cloth face coverings or surgical masks) shall be worn so as to cover one's nose and mouth, as follows:
  - Upon entering any District building and in all common areas (hallways, bathrooms, break room, etc.).
  - Whenever meeting with, or in the same room as, another person. (For example, two or more people in the control room, ops. computer area, etc.).

- All **non-District** personnel (contractors, haulers, consultants, salespeople, customers, etc.) inside any District building.
  - If you see someone without a mask, District personnel should inform them of these Special COVID Rules or notify management.
- Masks can be removed by District employees who are working alone in any room that can be closed with a door or that is otherwise enclosed or designed to maintain social distancing of at least six feet.
- Mask requirements shall not apply to any District employee after 14 days of such employee being fully vaccinated.

### **COVID-19 Positive Cases**

Employees who have tested positive for COVID-19 shall notify the District Manager and shall not appear for work, except after observing the following protocols:

- If an employee has tested positive for COVID-19 and has symptoms of COVID-19, the employee must be isolated for a minimum of ten (10) days after symptom onset and can only be released when he/she: (i) has been fever-free for at least twenty-four (24) hours; and (ii) has had an improvement of COVID-19 symptoms, (a) with the written release of a physician **OR** (b) upon a negative COVID-19 test, verified by your doctor (note).
- If an employee has tested positive for COVID-19 and has no symptoms of COVID-19, the employee must be isolated for a minimum of ten (10) days after the first positive test, with either (a) the written release of a physician **OR** (b) a negative COVID-19 test, verified by your doctor (note).