

**TOWNSHIP OF HOLLAND
OFFICE OF EMERGENCY MANAGEMENT
COUNCIL MEETING MINUTES**

December 19, 2011

The Holland Township Emergency Management Council Meeting was held on Monday, December 19, 2011, at the municipal building, 61 Church Road, Milford, NJ, in the Meeting Room / EOC.

EM COUNCIL MEMBERS PRESENT

John Harris (E.M. Coordinator); Ptl. Sean Gutsick (D.E.M.C./P.D./Operations.); Tom Holzworth (D.E.M.C. Communications); Mayor Kenneth Vogel (PIO); Anthony Roselle (Fire Police/Twp Liasion); Deputy Chief Tom Welsh (Holland Twp Fire Company); Chief Larry Lutz (D.E.M.C./Milford-Holland Rescue Squad); Donna Lizanich (Board of Health/CERT); Rick Botto, Jr. (Hazmat Safety Officer/ C.E.R.T.), Lt. Linda Goetz and Derek Chimel (GSUWR).

OTHERS IN ATTENDANCE

Colleen Pursell (Holland Twp. Police/E.M. Secretary), C.E.R.T. Members: Elizabeth Bantel, Susan Panzer, Gail Rader, Juan Rosado, Robin Rummel, Beth Silva, John Sears and David Van Gilson.

OPENING STATEMENT

The meeting was called to order at 7:05 pm by Chief John D. Harris, Jr, E.M.C. The Pledge of Allegiance was led by EMC Harris. Recording Secretary, Colleen Pursell, announced publicly at the commencement of the meeting the following statement: "Adequate notice of this meeting was given pursuant to the open public meeting act law, by the Township Clerk on December 23, 2010 by her: 1. Posting such notice on the bulletin board at the municipal building, 2. Mailing the same to the Hunterdon County Democrat, The Express Times, and to other parties, if any, who are entitled to the same."

Minutes of the September 19, 2011 meeting previously mailed to Council Members on September 20, 2011, were made available for review. Minutes were approved as distributed on a motion by DEMC Tom Holzworth, seconded by Mayor Vogel.

CORRESPONDENCE

Correspondence listed below, received or mailed since the 9/19/11 meeting, was made available for review by interested parties and open for discussion if necessary, with EMC Harris giving a brief review of several items:

- Various weather alerts and emails were received from Hunterdon County OEM
- 11/9/11 letter from State of New Jersey indicating that we are eligible to receive up to \$5,000.00 for FY2012

STATE / FEDERAL O.E.M.

Not in Attendance / Nothing to report.

LOCAL O.E.M.

Thank you to GenOn who made a \$500.00 donation to Holland Township OEM. EMC Harris advised all council members that if they wished to step down from council for 2012 to let Colleen Pursell know, so that we can fill the position.

EMC Harris stated that we are required to hold at least two OEM meetings a year. In the past we have always held a minimum of three meetings per a year. Beginning in 2012, there will be 2 meetings – March and September. As usual, four meeting dates will be reserved in case there is an event to discuss or a member of council wishes to hold a meeting. If a member of council would like to hold a meeting in June or December, please contact Colleen Pursell within three weeks prior of the meeting.

Last week EMC Harris and Mayor Vogel met with FEMA. It looks like we will be reimbursed for about 70% of all costs from the severe weather event in October. Thank you to CERT, fire police and all other agencies who helped.

Mayor Vogel stressed the importance of everyone keeping a very detailed record of all of your hours, equipment, food purchased, etc. This will make reporting expenses much easier. EMC Harris advised that we will work on creating a form to keep track of important reporting information.

Gail Rader asked if the CERT hours from water distribution were included. DEMC Gutsick advised they were.

EMC Harris stated that the OEM drill was very successful. After the drill we held a debriefing and were able to cover a lot of the details. In 2012 we will be holding a tabletop exercise in lieu of a full scale drill. The date will be announced once it is determined.

In 2012 the radios on the OEM bus will need to be reprogrammed due to communications adding a few new channels.

COUNTY O.E.M.

Nothing to report.

C.E.R.T.

DEMC Gutsick thanked the fire police for their help throughout the storm and for their response to motor vehicle crashes. The Honeywell phone system will hopefully be up and running in January. We will use it for CERT call outs. In the past we have relied on the phone tree system which was found to be ineffective. EMC Harris stated that during the severe storm we utilized the Honeywell system to notify residents about shower facilities.

CERT Call Outs:

October 5th – activated for a land search off of CR 519

October 8th – participated in OEM drill

October 31st – activated for notifications due to severe weather

November 2nd-4th – Water Distribution in West Amwell

Since the last OEM meeting the CERT team has volunteer 174 hours. In 2011 they volunteered 692 hours total.

DEMC Gutsick thanked Holland Fire for assistance with the October 31st notification activation.

REPORT OF COMMITTEES / AGENCIES

911 Coordinator (Cathy Miller) – Not in attendance.

Communications (Tom Holzworth) – The bus was out on October 5th for land search off of CR519. On December 28th and 29th we are going to clean out one of the bays at the school and we will get another bay for the gator. The bus is in good shape.

Health Department (Donna Lizanich) – Nothing new to report.

Resource Management (Colleen Pursell) – Nothing new to report.

Hazmat (Rick Botto) – Nothing new to report.

Damage Assessment (Chuck Cooper) – Not in attendance.

Holland Township School (Jim Stryker) – Not in attendance.

Industrial Plant- Plant Representative – GenOn. (Frank Miechur) – Not in attendance.

Georgia Pacific (Dennis Miller) – Not In attendance.

Agencies

Fire – (Deputy Chief Tom Welsh) – The fire company has been awarded a \$50,000 grant for a generator on 519 thanks to Mike Miller.

Police – (Sean Gutsick) – Nothing to report.

Rescue Squad (Larry Lutz) – Received notice that as of December 2011 the life pack 500 (defibrillators) will be discontinued. They will have parts for about a year. So they will eventually need to be replaced.

Public Works (Al Turdo) – Not in attendance.

Garden State Underwater Recovery (Lt. Linda Goetz) – There will be new officers in 2012. Captain Sunny Longordo, Lt. Bryan Lane and Lt. Linda Goetz. On February 5, 2012 there will be an ice rescue at Merrill Creek. The cost will be \$10.00/person.

Unfinished Business

Gail Rader advised she was at a county meeting where they recapped the storms and sheltering. The county will be looking for municipalities to shelter people immediately with the plan that if the situation continues then the county will open a shelter. The county provides the medical sheltering for people with medical needs but there were not enough people to man this. Anyone who is interested in taking a training course on body mechanics please contact Gail. The training will be held at the county building.

Discussion was held on what qualifications are needed for a shelter to be approved and opened.

New Business

Nothing new.

Open to Public

No comments.

Upcoming Meeting Schedule

- March 19, 2012
- June 25, 2012 (tentative)
- September 17, 2012
- December 17, 2012 (tentative)

Adjournment

The meeting was adjourned at 7:45 pm on a motion by DEMC Sean Gutsick, seconded by DEMC Tom Holzworth.

Respectfully Submitted,



Colleen M. Pursell
Recording Secretary