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**HOLLAND TOWNSHIP POLICE**  
**IN**  
**HUNTERDON COUNTY**

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61 Church Road, Milford, New Jersey 08848

**POLICE DEPARTMENT**  
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**JOHN D. HARRIS, JR.**  
Chief of Police

**OFFICE OF EMERGENCY MANAGEMENT**  
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**OFFICE OF EMERGENCY MANAGEMENT**  
**MINUTES**  
*March 20, 2017*

The Holland Township Emergency Management Council Meeting was held on Monday, March 20, 2017, at the municipal building, 61 Church Road, Milford, NJ, in the Meeting Room/EOC.

**EM COUNCIL MEMBERS PRESENT –**

Chief John Harris (EM Coordinator); Sgt. Sean Gutsick (DEMC/911 Coordinator); Mayor Dan Bush (PIO); Rick Botto (DEMC Communications/C.E.R.T.) Donna Lizanich (Board of Health/C.E.R.T.); Lisa DiStefano (Damage Assessment/C.E.R.T.); Dave Burchett (Evacuation/C.E.R.T.); Susan Panzer (EOC/C.E.R.T.); Alan Turdo (Holland Twp DPW); Tom Welsh (Holland Fire) and David VanGilson (Milford Holland Rescue Squad).

**OTHERS IN ATTENDANCE –**

Colleen Pursell (Holland Twp Police/EM Secretary); Anthony Roselle

C.E.R.T. Members: George Knoedl, Joan Kolonia, Carmine Lombardi, Ron Mortensen.

**OPENING –**

The meeting was called to order at 7:09 pm. The Pledge of Allegiance was led by EMC Harris.

**APPROVAL OF MINUTES –**

Minutes of the March 21, 2016 meeting previously mailed to Council Members were approved as distributed on a motion by DEMC Sean Gutsick, seconded by Mayor Dan Bush.

**CORRESPONDENCE –**

Various weather alerts and emails were received from Hunterdon County OEM.

## **STATE / FEDERAL OEM –**

DEMC Gutsick advised that the generator is in place and is up and running. We have submitted paperwork to the State of New Jersey and are waiting for reimbursement.

## **COUNTY OEM –**

On February 23, 2017 we participated in the Hunterdon County Health Department Point of Distribution, POD, drill. It was held at the Everittstown Garage.

## **C.E.R.T. – DEMC Gutsick**

- December 31, 2016 – We had a land search in Holland Township. Fire Police located the individual.
- January 18, 2017 – Anti-Terrorism Awareness Class
- February 1, 2017 – EOC Tabletop Drill
- March 8, 2017 – Bloodborne Pathogens Training
- March 12, 2017 – Shelter Operations Drill
- April 4, 2017 – Start of 2017 C.E.R.T. Training Program - We will not be holding a CERT training course next year. If you know someone interested in joining, please let us know.

## **Local O.E.M.**

June 3, 2017 we will be holding our annual OEM drill and CERT final drill. It will consist of sheltering and a search and rescue. We will need fire police for this. Additionally, we are trying to incorporate the fire company in the search and rescue portion.

## **REPORT OF COMMITTEES / AGENCIES –**

- Shelter – (DEMC Gail Rader): DEMC Gutsick advised that Gail has updated the Shelter Annex completely with all new forms. Her goal this year is to reach out to local CERT teams and have them train with us. DEMC Gutsick will be reaching out to the school for old easels and whiteboards to be used at the shelter.
- 911 Coordinator – (DEMC Sean Gutsick) DEMC Gutsick stated that we have identified a house on Hawks Schoolhouse Road which has a duplicate address. One address is in Milford and the other is in Bloomsbury. We are working with the homeowners to get this corrected.  
There are also some new solar fields and houses in the Township which will require numbering.
- Communications – (DEMC Rick Botto) The Communications Sub-Committee has been busy. We recently had a HAM radio antenna installed at the Riegel Ridge Community Center which has been tested. The Kenwood system has been configured for a radio cart and there is now a set of ARRL Books in the EOC for reference.
- Health Department – (Donna Lizanich) – No report.
- Resource Management – (Colleen Pursell) - No report.
- Hazmat – (Jessica Chilmonik) – No report.
- Damage Assessment – (Lisa DiStefano) - No report.
- Holland Township School – (Ed Pico) – Not in Attendance.
- Industry – Plant Representatives:

- NRG, Inc. – Frank Miechur – Not in attendance
- Georgia Pacific Corrugated III, LLC. – (Michael Allison) – Not in attendance.

- Agencies:

- Fire – Lt Tom Welsh – No report.
- Rescue – David Van Gilson – The squad is updating a truck and is getting a new ambulance. They are hoping to use C.E.R.T. for rehab center.
- Police – Sgt. Sean Gutsick advised we are looking to get a new police vehicle this year. We are going to be replacing a 2008 Ford Expedition. Mayor Bush advised we should have the funds in June.
- Public Works – Alan Turdo – No report.

**UNFINISHED BUSINESS –**

None

**NEW BUSINESS –**

None

**OPEN TO THE PUBLIC –**

None

**UPCOMING MEETING SCHEDULE –**

September 18, 2017 – OEM Meeting 7:00 pm

**ADJOURNMENT –**

The meeting was adjourned at 7:29 pm on a motion by DEMC Gutsick and seconded by DEMC Rick Botto.

Respectfully submitted,



Colleen M. Pursell  
Recording Secretary