

# WORTH COUNTY

## EMERGENCY MANAGEMENT COMMISSION

### MINUTES OF THE Dec16<sup>TH</sup> 2021 MEETING

The meeting was called to order by Chairman Dan Fank at 6:07 pm. A Quorum was established with 5 members represented. Sheriff, Northwood, Kensett, Hanlontown all in person. Joice and Grafton via Zoom platform. Coordinator Tomlinson in person. No other guest or persons attending.

A motion to approve the agenda was made by Hanlontown, 2<sup>nd</sup> by Northwood. Motion passed all ayes.

A motion to approve the minutes of the June 24<sup>th</sup> 2021 meeting was made by Kensett, 2<sup>nd</sup> by Hanlontown. Motion passed all ayes.

Budget Report- coordinator explained the latest budget report (11/30/21) showing how expenses are tracking and giving an EMA fund balance effective 12/9/21.

#### **Old Business**

Coordinator updated the commission on the trailer radio/ cell booster project. All material/ components are in just waiting for a slot to work the trailer into at the installers business. Possibly prior to end of year.

Worth County Debris Management Plan - Coordinator stated that the plan is finished in draft it just needs to pick up where it stopped when Covid started. It needs to be reviewed and approved by stakeholders and the commission. The coordinator stated it is almost more important that each city have their own plan for debris management as they have a better chance of generating disaster debris that does the county.

Storing the MOC trailer. Discussion held the current situation of needing to find a suitable place for the trailer and not having certainty of the availability each year. We have been waiting to see what the county may do for facility replacement for conservation and the secondary roads departments. Since there does not seem to be a well-defined plan as of yet with a timetable for a new building there was a general consensus to start moving forward with a plan of action for the EM Agency. Motion by Hanlontown to direct the coordinator to develop a plan or two with some options for storage of the EMA equipment. 2<sup>nd</sup> by Kensett. Motion carried all ayes.

#### **New Business**

Shelter agreements were received from Central Springs Schools, Northwood Kensett School and the city of Hanlontown and City of Grafton. Motion by Kensett, Second by Hanlontown to authorize the coordinator to sign these 4 agreements and any others that come in as long as they are the same as these. MCU

WCDA Fall Grant- The coordinator announced that Worth EMA has been awarded funds toward a generator. These would have covered the complete cost of the unit. A situation came up where that model had been discontinued about 2 weeks before the grant was awarded and we had two options smaller for less money or larger for a few more thousand dollars. Motion by Hanlontown to begin the process to amend the budget to account for the WCDA award and to include the needed funds (\$43391.47) from reserve funds and order the 45kVA unit from Generac. A Budget amendment hearing will be at the next meeting.

FY Budget direction and discussion. The coordinator presented the commission with ideas and figures for next year's budget that in the end would see a little to no increase in rates to the taxpayers of Worth County. The members present were in agreement to proceed that direction with the budget this year at least. The public hearing will be at the next meeting.

Chairman Fank spoke about ARPA funds being used as a onetime payment for employees in other units of government. Employees governed by their own board or commission will need that board or commission's approval to receive ARPA premium pay should the county decide to provide premium pay to any employees that are not elected officials. Motion by Joice to preapprove Mark Tomlinson EMA Coordinator for ARPA premium pay as provided to other Worth County Employees if the county decides to provide that pay. 2<sup>nd</sup> by Kensett. MCU

Coordinator asked each city to make sure to update their Emergency Action Plan with any contact changes and review the rest of the plan for outdated or irrelevant information.

AED Policy - Motion by Kensett to approve policy #2021-12-1 AED Authorization and Use Policy. Second by Hanlontown. Motion carried all ayes.

Coordinator's Report -Long term Recovery Committee, ICAP grant and new training requirements from HSEMD were discussed.

The next meeting will be January 7<sup>th</sup> at 6pm. Budget amendment hearings and FY23 budget hearings with approval will be on the agenda.

Motion to adjourn by Grafton, Second by Kensett. MCU at 7:24 pm

Respectfully submitted

Mark Tomlinson EMA Coordinator