

Upper Milford Township
Board of Supervisors Township
March 12, 2013 at 7:00 p.m.
**EMERGENCY OPERATIONS PLAN
SPECIAL MEETING AGENDA**

ATTENDANCE: Supervisors; Daniel Mohr, George DeVault, Robert Sentner; Manager, Daniel DeLong; Secretary/Treasurer, AnnaMarie Zeravsky;

CALL TO ORDER: 7:00 P.M.

ANNOUNCEMENTS:

Supervisor Mohr announced that the meeting was being recorded to principally aid in the preparation of Minutes and for such other purposes as the Board saw fit. For that reason, any person wanting to give any comments during the meeting should please state his or her name for the record and address the Board of Supervisors. If you are here for the Emergency Operations Plan discussion and are not a Fire Department or Township Official, please complete one of the Certification/Training Attained Forms.

PUBLIC INPUT: None

INTRODUCTIONS:

Emergency Management Coordinator, Bill Stahler;
Deputy Emergency Management Coordinator, Bernadine Stahler;

Citizens Fire Company: Fire Chief, Joe Sherman;
Citizens Fire Company: Assistant Chief, Donald Smith;
Citizens Fire Company: President, Kevin Kleinsmith;

Western District Fire Company: Fire Chief, Ira Shade;
Western District Fire Company: Fire Police Captain, Mike Ruyak;
Western District Fire Company: Engineer, Stan Cupp;
Western District Fire Company: First Assistant Chief, Craig Batman;
Western District Fire Company: Fire Marshall, Joe Kernick;

Emmaus Ambulance Corps: Chief, Mike Nonnemacher.

OLD BUSINESS:

1. Fire Services/Hazardous Material Cost Recovery Billing Services

Manager DeLong stated that Citizens Fire Company President, Kevin Kleinsmith requested that the Board adopt a resolution so that both fire companies and the Board of Supervisors are all in agreement using a billing service. Mr. Kleinsmith stated that the billing services company that they spoke to, if the fire company signed a one year agreement with them, would be billing the insurance companies for hazardous material accident services. The billing services company would hold fifteen percent of the total amount collected from the insurance companies unless they have to re-bill the insurance company six months down the road in which case they will hold thirty five percent of the total amount of money collected. Supervisor Sentner felt very strongly that ALL Township residents be treated equally and both

Fire Companies would be billing for the same services uniformly. Both Fire Chiefs agreed that they would be billing for the same services. A resolution will be presented to the Board of Supervisor for approval at the March 21st meeting.

Fire Chief Ira Shade expressed his concern regarding address markers. He feels it is very important that ALL Township residents should have the reflective address markers. Assistant Chief, Donald Smith felt the same way.

Supervisor DeVault questioned both Fire Chiefs about their thoughts on Open Burning within the Township. Neither Chief felt it was a huge problem and stated that after the second offense, they report the homeowner to the Township.

2. Emergency Operations Plan Update

William Stahler explained that the Township's Emergency Operations Plan is several years old and at the Supervisor's request, he was seeking discussion to update the plan. He thought the evacuation routes needed to be added to the plan. Supervisor DeVault felt that more detail needs to go into the potential hazard sections of the plan. Resident Jim Krippe stated that with his experience, the Township should look at all of the preplans for each Potential Hazard Building and then compile an evacuation route. Supervisor Mohr stated that he feels it would be good to have a possible scenario plan for each possible hazard. Supervisors Sentner explained that as a Supervisor, he wants to feel confident that the Fire Companies are confident in being prepared. He then asked the fire chiefs what they thought had to be changed or updated. Everyone was in agreement that the first thing that needs to be updated is the contact list. Where to evacuate to, is the next item to be updated. Everyone seemed to be concerned with where everyone would go in the event of an evacuation. Supervisor Mohr explained that this plan can be full of a ton of detail or be very vague, or even somewhere in between. Everyone needs to decide how much detail they want included in this plan. Supervisor Sentner mentioned that a complete plan is not going to come out of the discussion. He feels everyone should come up with a list of what they feel is important to be included in this list. Everyone was in agreement that there should be a temporary shelter somewhere within the Township for the residents to go to until they can be directed to a larger, more permanent place. Pastor Marty Milne of the Old Zionsville Lutheran Church noted that depending on generator power, would depend on the amount of people that could be held within the church. Supervisor DeVault suggested making a checklist of possible temporary shelters and make a list of pros and cons. He also wants to go over the risk analysis. Manager DeLong asked everyone what went wrong during the last few "events" that needs to be changed within the plan. Resident David Lindstrom mentioned that communication was made very difficult due to conditions. Supervisor Sentner stated that that is why it is so important to have a plan in place for where residents can go, even if there is no communications available. Manager DeLong mentioned that the County offers a Community Emergency Response Training on a regular basis which is basic training for concerned citizens. These citizens can then help their neighbors and be trained to do so. It would be very beneficial to have some residents CERT trained. He further explained that the Emergency Operations Managers meet monthly within the County. Supervisor Sentner questioned who would be the person to run this temporary shelter. No one had an answer. Chief Ira Shade noted that Emergency Management Coordinator, Bill Stahler, hands out literature throughout the year and unfortunately people just don't read it. Assistant

Chief Donald Smith said that the majority of the public are not trained on what to do during an emergency and this plan will be their crutch to help direct them. Supervisor DeVault said that a lot more residents were at least prepared with generators because of the storm 2 years ago. Everyone agreed that as well as this Emergency Plan, the residents need to be more prepared and educated on how to be more prepared. Supervisor Sentner asked if everyone was in agreement that the current plan is okay but needs to have an updated contacts list, choose a staging/temporary shelter, and go over the risk analysis for the Township. Everyone was in agreement. Supervisor Sentner feels that each item on the risk analysis should have a specific staging area location. Supervisor Sentner asked who would be decided on these locations. Chief Joe Sherman said that he feels that the Fire Chiefs, Supervisors, and Emergency Management Coordinator should all be working on the risk analysis and staging areas. Manager DeLong mentioned that part of the current Operations plan is confidential and not for the public to see so not just anyone can see the plans. Supervisor Sentner asked how to move forward. Manager DeLong stated that a draft plan should be presented to Bill Stahler, the plan needs to be separated with what is confidential or not, and if any resident wants to step forward to have a CERT team, that would be helpful, too. Resident David Lindstrom said if he would gladly do the CERT training and can help to arrange for the training if there are enough interested residents. Supervisor Sentner asked both Fire Chiefs if they had any interest in holding a public fire safety event together. He hopes that the plan is ready and the event could present the plan to residents, as well as generator safety and other preparedness tips. Chief Joe Sherman said that Fire Prevention week in October (6th to 12th) would be a great time to do that. Chief Ira Shade said that was a good idea and he also pointed out that the Western District Fire Company is having an Open House on May 18th which will have a first aid and CPR information and other events open to the public from 10:00am to 2:00pm. Supervisor Sentner stated that he would like to talk to the Chiefs some more about planning an event and move forward with it. Supervisor DeVault stated that he feels this is a good start and suggested a follow up meeting in the near future. The Supervisors decided on April 9th for the next advertised, public Special Meeting, to discuss this further. The Supervisor's also agreed to meet on a yearly basis to go over the contact list and other minor changes that need to be done to the Plan. Manager DeLong asked if Supervisors Sentner and DeVault would provide the Secretary/ Treasurer with a summary of the action points that they had noted and both acknowledged the same would be provided to AnnaMarie Zeravsky.

ANY OTHER BUSINESS: None

ADJOURNMENT: 9:07 P.M.

Daniel J. Mohr, Chairman

Date

AnnaMarie L. Zeravsky, Secretary/Treasurer