

**Meeting Minutes of
Lincoln County Emergency Management Committee
Wednesday, March 2, 2016 at 8:00am
Lincoln County Service Center-Room 248
801 N. Sales Street, Merrill, WI 54452**

MEMBERS PRESENT: Robert Lee, Bill Zeitz, Bill Bialecki, Clarann Stocker, Kortney Pike and Mike Loka

MEMBERS NOT PRESENT: Robert Reichelt, Ryan Schwartzman

VISITORS: Jeff Kraft

1. **Call Meeting to Order:** Chair Lee called the meeting to order at 8:00a.m.
2. **Approve Minutes of Previous Meeting:** Minutes had previously been sent out after the last meeting. Copies were available for review by those who wanted them. M/S by Bialecki/Stocker to approve the minutes of the previous meeting. Motion carried All Ayes.
3. **Review Vouchers:** A list of vouchers was sent out with the packet. Kraft explained some of the voucher items, specifically the HAZ-MAT grant reimbursement item for Merrill and Tomahawk Fire departments. M/S Loka/Bialecki to place on file. Carried, all ayes.
4. **Grant receipts:** A list of grant receipts was sent out with the packets. Kraft explained the Emergency Management Performance Grant and EPCRA (Emergency Planning and Community Right-to-know Act) grant and how they work. Placed on file.
5. **Review and approve Resolution authorizing Hazardous Materials Strategic Plan:** Kraft handed out the final draft that had been done by Corporation Counsel. Discussion on history of Local Emergency Planning Committee formation and responsibility to establish a Lincoln County Hazardous Materials County wide/Strategic Plan. Plan is required by state to be approved by a resolution of county board as official plan as stated. M/S Loka/Zeitz to approve resolution and forward on to county board for approval. Motion carried, all Ayes.
6. **Budget Modification:** Kraft advised that budget modifications needed to be done on last year's budget to cover overages in specific parts of budget and that overall budget was still within amount approved. M/S by Lee/Bialecki to approve. Carried, all ayes.
7. **Budget Carryover request:** Kraft advised that previously the committee had approved the purchase of an Unmanned Aerial vehicle. Item was not able to be purchased before end of last year and a request is being made to carry over last year's money to this year for the approved purchase. Discussion on policy for use. M/S Loka/Stocker to approve carryover request. Carried, all Ayes.

8. **Directors Report:** Report of previous activity had been included in the packet. Kraft went over some things he is working on. The Pre-Disaster Mitigation plan update will be a major project over the next eighteen months involving Lincoln County, the cities of Merrill and Tomahawk and the townships with planning meetings and public meetings. Kraft also advised that a Mass Casualty Incident full Scale exercise that will be done next spring. Discussion on exercise by committee. A grant has been received by Health Department and they are working with Emergency Management to develop a website for emergency response dissemination of information. Discussion followed. Placed on file.
9. **Next meeting:** Call of the chair
10. **Adjourn:** M/S Bialecki/Loka to adjourn. Carried, all ayes at 8:47a.m.