

Portage Emergency Planning Committee
Friday, September 18, 2015, 10:00 A.M
City Municipal Building, 115 West Pleasant Street
Conference Room One
Agenda

Members: Mayor Tierney, City Administrator Murphy, Police Chief Manthey , Administrative Lt. Klfake, Fire Dept. Capt. Hudgens, Fire Chief Simonson, Chairman, School Administrator Poches, City Attorney Spankowski, Railroad Train Master Eric Bauer, Dir. of Public Works/Utilities Mgr. Redelings, Director of EMS/EP, Erdmann; and County Emergency Mgmt. Dir. Beghin

1. Approval of minutes from previous meeting
2. Old business
 - a. Hazmat Course updates
 - b. Update on Mass Fatality planning
 - c. Functional Exercise October
3. New business
 - a. Tornado Shelters
 - b. Wisconsin River Flooding
4. Adjournment

PORTAGE EMERGENCY PLANNING COMMITTEE MEETING

Minutes for Friday, April 24, 2015

MEMBERS PRESENT: Fire Chief Simonson, Mayor Tierney, City Administrator Murphy, County Emergency Mgmt. Dep. Beghin, Police Chief Manthey, Police Dept. Admin. Lt. Klafke, Director of Public Works Redelings, School Admin. Poches, and City Attorney Spankowski.

MEMBERS ABSENT: Railroad Train Maser Bauer, Director of EMS/EP, Erdmann, and Fire Captain Hudgens.

Meeting was called to order at 10:06 a.m.

1. **APPROVAL OF MINUTES FROM LAST MEETING**

A motion was made by Police Chief Manthey and seconded by Director of Public Works Redelings to approve the minutes from the January 30, 2015 meeting. Motion passed with Mayor Tierney and City Administrator Murphy abstaining.

2. **OLD BUSINESS:**

Hazmat Course Updates: Pat Beghin advised that no new courses have been scheduled.

Mass Fatality Planning: Looking at possibly conducting a tabletop exercise in the Fall.

Tabletop Exercise: This has been scheduled for May 6th from 1:00 to 4:00 p.m. at the Law Enforcement Center. Once the exercise is completed they will go over lessons learned and responses. Possibly conduct a functional exercise in October.

3. **NEW BUSINESS:**

Tornado Shelters: The procedures are in need of being revised/updated. New procedures need to be written to include all other City facilities and field workers including the Water Department, Public Works, Park and Rec, and the Enterprise Center. School Administrator Poches advised that the schools have procedures in place and conducted a drill last week. Shawn Murphy and Bob Redelings also advised that they are looking into funds/grants from FEMA for the purchase of emergency shelters for the fairgrounds. Chief Manthey advised that the police department does have a key to the grandstands to open that up in case of a tornado warning event.

Wisconsin River Flooding: Chief Simonson advised that the water level reached 15'5" this Spring. Pat Beghin advised that the Corp of Engineers will be visiting flood-prone areas in our area to obtain structure locations, elevations, building use and types, and other characteristics to evaluate the effectiveness of potential future flood risk reduction efforts. The team will gather all necessary data from the road right-of-ways and also from the water, but they will not enter any property or structures. The study will help determine the people most at risk during a flood event and will aid in response to the frequent flood events on the Wisconsin River.

Columbia County All Hazard Mitigation Plan: Pat Beghin advised that the state has approved their plan and they are now looking at getting approval from FEMA. Once that is obtained it will be coming to the City for adoption of the plan. This will enable certain funding from FEMA during an emergency hazard event.

4. **ADJOURNMENT**

A motion was made by Mayor Tierney and seconded by City Administrator Murphy to adjourn the meeting at 10:40 a.m. Motion passed.

The next meeting is scheduled for Friday, July 31, 2015 at 10:00 a.m. in Conference Room #1.

Respectfully submitted,

Chris Essex
Recording Secretary

/ce