

**EMERGENCY  
MANAGEMENT  
COMMITTEE**

**Thursday, September 26,  
2019**

**2:00 PM**

**McFarland Municipal Center  
Conference Room A**

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
  - a. Motion to approve the minutes of the July 25, 2019 meeting.
4. BUSINESS.
  - a. Update on outdoor warning siren
  - b. Update on Community Events
  - c. Update on Training
  - d. Update on Emergency Response Manual
  - e. Update on significant impact from weather related incidents
  - f. Update on notable village/district emergency calls for service/incidents
  - g. Update on mutual aid responses
  - h. Budget discussion
  - i. Round Table Discussions for future Agenda items
5. SCHEDULE NEXT MEETING DATE.
  - a. November 21, 2019
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon

reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or [cassandra.suettinger@mcfarland.wi.us](mailto:cassandra.suettinger@mcfarland.wi.us).

# EMERGENCY MANAGMENT COMMITTEE

## EMERGENCY MANAGEMENT MINUTES

July 25, 2019

**1. Call to Order:** EM Director **Chuck Di Piazza** called the meeting to order at 2:05 PM, with 7 members present:

Clair Utter

Tyler Mortenson

Pete Smith

Chris Dennis

Darrel Waldera

Tim Solberg

Bill Foust

**2. Public Appearances:** none

**3. New Business:** Approval of May 30, 2019 Minutes, Motion by **Utter**, second by **Mortenson** motion carried

**4. Old Business:**

**a. Update on outdoor warning sirens:**

**Di Piazza**, Outdoor warning sirens are working well and have passed the weekly internal testing in addition to the monthly County warning tests.

**b. Update on Community Events:**

**1. Mortenson**, reported that he heard that the event, take a Vet Fishing on Lake Waubesa June 11, 2019 was a success, working out well as always well attended for this important and worthwhile event.

**2. Smith**, reported that a traffic control course and training session for the Lions Alert Committee will be held Tuesday July 30 at 6:30 PM in the training room with Officer Oncon as the trainer.

**3. Di Piazza**, reported that the annual McFarland Family Festival is being planned for September 21 and 22, plans are to have an Emergency Management Booth at the festival

**c. Update on Training:**

**1. Di Piazza**, reported that the UAS Team continues to meet for hands on and actual flight training. We continue looking forward to more trained licensed pilots in the near future.

**2. Di Piazza**, Further reported of attending webinars by the FAA as well as a commercial entity with more aspects on business with Drone Boss publications.

**3. Chief Dennis, and Tim Solberg** reported that last Monday night was the annual boom deployment training exercise for the Tank Farm Community and firefighters.

**4. Chief Dennis and Tim Solberg** provided information on the upcoming table top exercise for the tank farm community. Information provided as well that they will also be contacting Kwik Trip with their new facility in the area.

**5. Foust,** reported the success of both past and current training with both the police and fire department

**d. Update on Emergency Response Manual:**

**1. Di Piazza,** reported of gathering information and models from other agencies to reformat the manual. The intent is to make the manual much more user friendly to locate information and sections more rapidly.

**e. Update on Significant Impact From Weather Related Incidents:**

**1. Chief Dennis,** reported a tree down with a recent storm over the weekend. **Utter** openly complimented the fire department for their excellent response to the incident.

**f. Update on notable village/district emergency calls for service/incidents:**

**1. Chief Dennis,** reported that he noted nothing of significance to report..

**g. Update on mutual aid responses:**

**1. Chief Dennis,** reported that McFarland Fire Department as all others respond to cover other fire department headquarters upon major fire calls. Dennis reported the firefighters and an engine responded both to Edgerton and Verona upon having structure fires in their fire districts and communities.

**h. Round Table discussions for future agenda items:**

**1. Utter,** reported that it would be advisable to budget someone to attend our meetings to take notes and type the minutes as this should not be the Emergency Management Directors and chair of the committee position to take meeting minutes. **Discussion ensued:** other members were also in favor of this process

**Di Piazza,** reported video recording was now in process as highly recommended at the last meeting.

**2. Utter,** reiterated that he believed it to be a good idea to put on a refresher NIMS training program for the Village Board and others that wish to attend. Discussion within the committee.

**Di Piazza** stated that he too believes that this would be very beneficial to include members of this committee. That he would be looking into it.

**3. Utter,** reiterated that he wished to see the organizational structure of the committee and questioned why the agenda did not list the agenda item, as he noted 3 different agenda announcements, and that we must remain with the agenda that has been posted which does not contain this matter

**4. Utter**, reiterated that he wished to see budget recommendation on the next agenda to discuss the matter. **Waldera** reported that this matter is another step to weigh in on as an advisory assist as committee members.

**5. Mortenson**, inquired the status of distribution of monies from contributions during a disaster incident or situation. **Di Piazza**, reported that he has some contacts from at least two communities that have addressed the issue and evaluate the criteria involved in order to distribute the monies at hand and that he will have some information at the next meeting.

**6. Solberg**, reported the concern of new development on Terminal Drive with information of the development of office buildings apartments and condos. Discussion with suggestion and recommendation for the Emergency Management Committee being aware of new projects including the villages interests to expand or annex properties. Discussion ensued with **Waldera** inquiring of the new phases and expansion of areas. He further believes that our committee should be advised as the proposals and plans at for committee to be aware of the expansion.

No other reports at this time

Next meeting scheduled for Thursday July 25, 2019 at 2:00 PM Conference Room A

**5. Adjournment:**

Motion by **Utter** second by **Waldera** for Adjournment at 2:25 PM motion carried with unanimous approval

Submitted by: Chuck Di Piazza