

# VERNON COUNTY EMERGENCY MANAGEMENT

## MINUTES OF COMMITTEE MEETING

August 7th, 2019

**MEMBERS PRESENT:** Dennis Brault-Chairman, David Eggen, Glenda Sullivan- Vice Chairperson, Kay Stanek, Cary Joholski

**OTHERS ATTENDING:** Brandon Larson- Vernon County Emergency Management Director, Michael Windle- Abt Swayne Law, Ole Yttri- Vernon Co Board Supervisor, Viroqua Fire Chief Chad Buros, Lonnie Mueller, Justin Running- Vernon Co Board Supervisor

**MEMBERS ABSENT:** None

The meeting was called to order by Chairman Dennis Brault at 09:32a.m. Affirmation of the proper meeting notice was recited by Chairman Brault.

The minutes of the July 3rd 2019 meeting have been reviewed by the committee as mailed. Dave Eggen made a motion to approve the minutes and seconded by Glenda Sullivan. All voted aye. 5-Yes, 0-No

**#4. Audience to Visitors:** None

**#5. Review with possible approval of County Wide Burn Ban Ordinance:**

- Director Larson discussed the changes made to the draft County wide burn ban ordinance after meeting with Michael Windle, Chief Chad Buros, and DNR Warden Shawna Stringham. Attorney George Wilbur submitted some suggestions on behalf of the Vernon Co Towns Association, those were discussed and the majority of them had already been changed. Discussion was also had on the notification process. Chief Buros had some comments in regards to reporting. It was decided to also hold a Public Hearing before the County Board meeting on September 16<sup>th</sup>. It was agreed by all to move this ordinance along to Legal Affairs with the amendments from Windle. All voted Aye. 5-Yes, 0-No

**#6. Discussion/ Possible action re Possible Amendments to Vernon Co muni code Ch. 18-35 :**

- Larson discussed the language that was voted on at the County board meeting. Stated it needs to be adjusted more for better clarity. Supervisor Eric Evenstad discussed it with Larson after the board meeting. All agreed on the language change amendment and to move this onto Legal Affairs. All voted Aye. 5-Yes, 0-No

**#7. Discussion/ Action on purchase of Havis console for F350 pickup:**

- Larson discussed that the new WISCOM mobile radio is ready to be installed into the F350 but there is no room to mount it. He discussed a

Havis console where all radios and siren could be mounted and would be neat and clean looking. Larson also discussed that the LEPC committee voted to split the cost, both committees would pay about \$830. A motion was made by Kay Stanek, seconded by Cary Joholski to purchase and split the cost. All voted Aye. 5-Yes, 0-No

**#8. Discussion on Part-time Assistant:**

- Larson stated he is very busy and would be good if he could get a part time assistant to work 1 to 2 days a week to assist with general office duties. Sullivan stated that it should be a consistent person so retraining would not be an issue. Larson agreed and stated yes it would have to be a consistent person. Larson also discussed the possibility of sharing a person among other departments. Larson stated he has funds for part time help for 1 to 2 days a week. Sullivan made a motion to approve getting part time assistant to work 1 to 2 days a week, however Larson sees fit. A second was made by Eggen. All voted Aye. 5-Yes, 0-No

**#9. Review 2020 Budget Proposal:**

- Larson passed out his 2020 budget proposal. Discussion was had for the different accounts Emergency Management takes care of. Larson also stated that part of his budget is grant funded and stressed the importance of not decreasing budget. If the budget decreased too much grant funding would start to be lost. Ole Yttri had comments on the grant funding and stated it would be good if department heads had a chance to explain their different grants better to the Finance committee and Full Co board. A motion was made by Eggen, seconded by Sullivan to approve the 2020 budget proposal. All voted Aye. 5-Yes, 0-No

Sullivan asked to be excused at 10:23a.m.

**#10: Director's Report:**

- Larson discussed the flooding that occurred on July 18-20. He stated that the County sustained more than \$400,000 in damage to public infrastructure. Both the County and State have hit the threshold and the Governor has requested FEMA to do Preliminary Damage Assessments (PDA) to see if a Federal Disaster Declaration is possible. Larson stated he is working with the municipalities to gather information to put the PDA's together. FEMA will be conducting the PDA's statewide the week of the 12<sup>th</sup>.
- Larson discussed his Current Projects list. Stated the 2019 grant cycle is coming to a close and the 2020 grant applications are due in September.
- Larson discussed upcoming trainings he has scheduled in the County. Also stated that Security Action plan trainings are up to date and review and updates to the plan are ongoing.

**#11: Responses Made:**

- Air trailer went to Stoddard to refill their Cascade Air bottles. Larson also discussed a HazMat situation in Richland Co he was able to handle over the phone.

**#12: Presentation/ Approval of Invoices and Vouchers:** Larson discussed what bills would be paid this month and will be putting together vouchers for them. Larson will deliver them to the Clerk's office and Chairman Brault will sign them. Motion was made by Joholski and seconded by Eggen to approve the bills. All voted Aye. 4-Yes, 0-No

**#13: Any other items for discussion for next meeting:** Larson stated he would be going on vacation next week for a few days. He will have coverage for the Air trailer and Hazmat equipment. If something urgent arises he stated he would still be available by phone or email.

**#14: NEXT MEETING DATE:** September 4th 2019 at 09:30am in the Erlandson building 1<sup>st</sup> floor conference room.

With no other business to discuss, Eggen made a motion to adjourn with a second by Stanek. All voted aye. 4-Yes, 0-No Adjourned at 10:55a.m.

**The next Emergency Management Committee meeting will be held on September 4th at 09:30a.m.**