

Present: Darby McLaren, CCSO; Gaylord Schelling, CC BOS; Chris Jimerson, Atlantic; Tom Harris, Anita; Ryan Askeland, Griswold; Ryan Archibald, Lewis; Randy Baxter, Marne; Dave Brahms, Cumberland; Jackson Bissell, Massena; and Mike Kennon, CC EMA.

Absent: Mark Wedemeyer, CC BOS; Ray Zellmer, Wiota

Gaylord Schelling: Meeting called to order at 7:15 PM.

Darby McLaren: Motion to approve the agenda.

Randy Baxter: Second.

Carried unanimously.

**Public Hearing**

Darby McLaren called the Public Hearing to order @ 7:16 PM.

Mike Kennon stated that budgeted expenses had stayed the same except for a 3.0% salary increase and corresponding wage benefit items. No further discussion.

Tom Harris: Motion to close Public Meeting.

Ryan Askeland: Second.

Approved Unanimously.

Ryan Askeland: Motion to approve the Cass County Emergency Management 2015 Budget.

Tom Harris: Second.

Carried Unanimously.

Ryan Askeland: Motion to approve minutes of 10-21-2013 EMA meeting.

Ryan Archibald: Second.

Carried unanimously.

Ryan Askeland: Motion to approve October, November, December expenses.

Ryan Archibald: Second.

Carried unanimously.

**Old Business**

The Cass County Hazard Mitigation Plan application approval process has been completed. SWIPCO has been contracted to prepare the plan. Our current plan expires June 15, 2016. While this date seems far off, the process of completing the plan is quite time consuming. There are multiple meetings to be held with each of Cass County's cities and unincorporated areas. The 200+ page document must be written. The Plan must be Adopted by Cass County and submitted for FEMA review. FEMA review has recently been 6-7 months. Meanwhile, SWIPCO is also writing other county plans in the region with various deadlines for completion. As a result, we have stressed to SWIPCO that we must have a completion deadline before the end of 2015 calendar year.

Respectfully Submitted

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Cass County EMA has taken possession of an IHSEMD Portable Generator. The equipment will be housed at the Atlantic Fire Station. A switch panel will be required to use it for backup power to the building. Funding for this switch panel is currently in question.

The Cambridge Law Office building has been purchased to house the new Cass County Communications Center as well as the E911 Director and EMA Coordinator Offices. There will also be a very convenient conference room. Construction should start sometime in April.

### **New Business**

There are no deadlines for moving the EMA Office across the street. Kennon will move when office area is complete and fully functional.

Kennon has submitted EMPG performance grant application fye2014. This generally results in \$20K-\$25K annually.

Kennon also submitted documents for Re-Certification through IEMA-Iowa Emergency Management Association.

### **Coordinator's Report**

Kennon reported that he purchased a desktop computer for his office.

Poet Bio-refining has constructed an ethanol transfer station near the Atlantic downtown area. The station allows semi tanker trucks full of ethanol to transfer their loads derived from a processing facility in Coon Rapids, into railroad cars. On 10-24-2013, Cass Co EMA, Atlantic PD, Cass Co S.O. and Atlantic FD were granted a facility tour to address emergency response questions. The tour was very informative.

Kennon continues to work with Cass County emergency response partners on Regional ID Project.

Finally, Kennon will begin to receive annual Tier II reports from Cass County facilities that carry hazardous substances. EPA has taken steps to make it easier to report and create more usable mapping to track facilities.

No public comments or concerns.

Ryan Askeland: Motion to adjourn.

Respectfully Submitted

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