

TOWNSHIP OF COLTS NECK LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Minutes

November 13, 2014

I. Call to order

Michael Burke OEM called to order the regular meeting of the Colts Neck Emergency Planning Committee at 7pm on November 13, 2014 at Colts Neck Firehouse #1, 88 CR Colts Neck, NJ 07722. He read the following statement:

“As Chairman and Presiding Officer of this meeting of the Local Emergency Planning Committee. I hereby declare that the notice requirements of the law have been satisfied by prominently posting on the on the Township bulletin board a notice of this meeting and that there has been transmitted by regular mail a notice to the Asbury Park Press and that a copy is on file in the Office of the Township Clerk. I further order this that this public announcement be placed in the minutes of this meeting”

Salute to the Flag

Moment of Silence

Roll call

Rae Behrens conducted a roll call. The following persons were present: OEM Coordinator Chief Michael Burke, Police Chief Kevin Sauter, Deputy OEM Phil Maida, Committeeman Jim Schatzle, First Aid Captain Mike Spinella, and Frank Leccese.

Absent: Albert Yodakis Jr., Frank Valentino, and Charles Karcher.

Also present was Secretary Rae Behrens

II. Approval of minutes from last meeting

Rae Behrens read the minutes from the last meeting. The minutes were approved as read.

III. Old Business

CERT Program. Phil Maida spoke with several local agencies and the general feeling is that the major problem would be keeping volunteers interested. It does not seem to something that would be advantageous at this time. County gathering volunteers from several towns. Will check into what county already has in place.

Captain Spinella suggested that we could draw from the list of volunteers if the county has one or maybe we could coordinate with other local agencies on our own.

- a) Re-numbering Route 537. Colts Neck Police officers Sgt Caswell and Sgt DeVito have been working on the issue and it will be completed shortly. A letter to the effected residents will be sent out and they address changes will take effect on January 1, 2015. The Post Office will deliver with either the old number or new number for the period of one year, to give residents time to make changes. Committeeman Schatzle said he will work with County to update local GPS it has been an issue sometimes trying to locate addresses.

IV. New business

- a) OEM Mike Burke has been working on updating the committees EOB. The changes should be completed shortly and will need signatures. Planning on having it ready by 2/2/15 so that it could be turned in on time.
- b) OEM Burke will be added to the Swift Reach system so he can send out emails if needed. Chief Sauter will take care of this for him. Committeeman Schatzle wanted to know how many residents are currently registered and suggested ways that we could encourage more residents to sign up.
- c) Under the auspices of the Police Department an active shooter is being planned for the spring of 2015. Captain Spinella said the First Aid Squad is in the process of organizing a Project Prom also for spring 2015. There needs to be coordination so we have enough time between them so we can attract enough volunteers. Chief Sauter encourage other organization leaders to attend the School Safety meetings to stay up to date on security happenings in the schools. There is a new security company that has placed personnel in the schools.
- d) The Hazard Mitigation Plan will need approval. The document itself is about 800 pages and it needs to be reviewed. Chief Burke will review it and will submit it with any comments.
- e) Recently there was a communication problem between county dispatch and Emergency Services (Fire & EMS). It was discussed what to do in the future if it happens again. Chief Sauter suggested sending a text message through Swift reach. Also how can county dispatch notify the effected organizations if it happens again? Will work with county to put a policy in place.

- f) Captain Spinella wanted to know if the First Aid Squad could get a police radio because there has been a problem getting information updates on calls. Chief Sauter said that they are for Law Enforcement only.

V. Round Table

Fire Department: No Report

First Aid: The First Aid building has been remodeled in the event that we have another emergency and it will be needed as a comfort station. The squad has purchased all new senior and cadet uniforms in yellow for safety with better reflective capabilities.

Police Department: The Glenwood Road line was down but has since been repaired. One of the Ty lines has been disconnected saving the about \$1600, but we are still paying about \$ 8000. The officers will continue to do school walk through even though there is a private security company in the building. All the township parks have their own address now. He also thanked the fire police for their assistance at several events. Chief Sauter mentioned that on a recent motor vehicle crash there was a problem with first aid members not heeding the directions of the Police officer in charge risking their safety in traffic. It was agreed to having an emergency services meeting to open better lines of communications.

A motion was made by Chief Sauter to adjourn and seconded by Frank Leccese, followed by an all in favor vote.

VI. Adjournment

Michael Burke OEM adjourned the meeting at 8:19 pm.

Minutes submitted by: Rae Behrens

Minutes approved by: 04/07/16