

**TOWNSHIP OF COLTS NECK LOCAL EMERGENCY  
PLANNING COMMITTEE**

**Meeting Minutes**

**March 22, 2018**

**I. Salute to the Flag**

**II. Moment of Silence.**

**III. Call to order**

James Schatzle OEM called to order the regular meeting of the Colts Neck Emergency Planning Committee at 7pm on March 22, 2018 at Colts Neck Town Hall, 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”*

**Roll call**

Rae Behrens conducted a roll call. The following persons were present: OEM Coordinator Jim Schatzle, Committeeman Russell Macnow, Fire Chief Tyler Badarraco, First Aid Captain Alex Pridmore, Charles Karcher, Eric Deitrich, Sergeant Todd Mayer and Sergeant Brian Caswell.

Absent: Deputy OEM Phil Maida, Kristin Bartolomeo, Police Chief Kevin Sauter, and Laura Duddy.

Also present was Secretary Rae Behrens

**IV. Approval of minutes from last meeting**

Rae Behrens distributed the minutes from the last meeting. OEM Schatzle made a motion to approve the minutes. It was seconded by Committeeman Macnow followed by an all-in favor vote.

## V. Business:

- a) Meetings will all be at Colts Neck Town Hall starting at 7 pm. The dates are as follows: June 14, September 27, and November 29, 2018. Our Emergency Service plan is currently up to date till 2019. We will need to begin working on the update, in 2018

Jim sent out Swift 911 messages during our recent storms and was pleased with the number of people he did reach but we still need more residents to sign up. Jim also commended Lou Bader and the Public Works for all their vigorous work keeping the roads safe during our many recent storms.

- b) OEM Schatzle stated that we will need to come up with a flyer that could be given out at events encouraging people to sign up. He is assigning members specific groups to focus on, to get the flyers to residents. They are as follows: Colts Neck PTO will be handled by Laura Duddy, Colts Neck Sports Foundation will be handled by Kristen Bartolomeo, Colts Neck Senior Citizen Club will be handled by Jim Schatzle, The Grand Association will be handled by Charlie Karcher, The Town News Letter, Realtors & Fire Marshall will be handled by Eric Deitrich. Information will also be included in the Township Clean-up Day notice this year.
- c) Jim will draft a letter to the Township Administrator to include LEPC on planning board applications. Particularly in new commercial buildings. People do not plan for emergencies when planning a design. Small items such the size of hallways and staircases can make a difference in an emergency and the LEPC could offer advice in these areas.
- d) Jim will begin posting information on Social Media specifically on the OEM's Facebook page.
- e) OEM Jim Schatzle would like to organize a township wide drill of Emergency Services. Coordinating all emergency services. Would like to try to do something that is topical to events that are happening in the world.
- f) Rae will coordinate dates and times for committee members to have their photo ID's done. Will try to coordinate with Detective Zarrillo to attend a meeting and do them at the time.
- g) Our Emergency Service plan will need to be updated in 2019 so we will need to start now to have it completed in time.

## **VI. Round Table**

- a) The Police Department- is planning an active shooter drill for the Spring. Hope to coordinate with other emergency services.
- b) Fire Company – There are new officers in place this year and are still getting everything organized. Looking forward to working with the committee.
- c) First Aid Squad-The First Aid Squad also has new officers this year and are still getting everything organized. Looking forward to working with committee.
- d) Public Works -No report. Public works has been working almost nonstop with the back to back storms we have been having. They have done an excellent job of taking care of Colts Neck.
- e) Township Liaison- Because of the recent school shooting in Florida school safety was the topic of discussion at the last school safety committee meeting. Evacuation plans and possible locations for reunification places were discussed. LEPC could possibly coordinate a drill to in cooperate some different scenarios to try some of the ideas out.

Meeting was adjourned at 7:35 pm.