

**JEFFERSON COUNTY  
LAW ENFORCEMENT/EMERGENCY MANAGEMENT  
COMMITTEE MINUTES  
April 18, 2011**

Present: Committee Members – Paul Babcock, Glen Borland, George Jaeckel, Dwayne Morris, Pam Rogers.  
Also present: Kim Buchholz, Captain Duane Scott.

1. **CALL MEETING TO ORDER** - The meeting was called to order at 8:30 a.m. by Chair Babcock.
2. **ROLL CALL** – Quorum established.
3. **CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW** – In compliance.
4. **REVIEW OF THE AGENDA** - Chair Babcock asked for changes to the agenda. Agenda item number 7 will be discussed when Sheriff is present. Agenda approved.
5. **CITIZEN COMMENTS** - There were no comments.
6. **APPROVAL OF MINUTES FROM THE JANUARY 28, 2011 MEETING**  
Jaeckel moved to approve the meeting minutes of January 28, 2011 meeting, seconded by Rogers as written. Motion carried.
7. **UPDATE ON LAKE MILLS CONSERVATION CLUB PURCHASE AND APPROVE PROPOSED PURCHASE AGREEMENT**  
Agenda item postponed until Sheriff's arrival.
8. **PREPAREDNESS SURVEY UPDATES**  
Buchholz reported that the Office of Emergency Management has been working with WE Volunteer on developing three electronic surveys to assist our office in identifying resources available within Jefferson County. Surveys are being distributed to local municipalities as well as local organizations. Two of the three surveys have been distributed: equipment and sheltering. The volunteer survey will be distributed around May 3<sup>rd</sup>. Responses are slowing coming in.
9. **END FIRST HALF FFY 2011 PLAN OF WORK**  
Buchholz reported that the first half of the 2011 Plan of Work ended on March 31, 2011. The Office of Emergency Management has met all its goals. Buchholz distributed a copy of the Plan of Work to committee members for their review. An extension was requested and granted for the financial aspects of the grant. The financial information will be submitted at the end of April.
10. **HAZARD MITIGATION ACQUISITION PROGRAM - UPDATE**  
Buchholz reported that 36 properties have been acquired to date; 27 of those have been demolished; 7 are awaiting an archeologist being on site for demolition; 3 properties are awaiting demolition; and 6 properties are pending acquisition. An RFP was distributed last week by Haugom to hire an archeologist for the demolitions. \$5,498,856.05 has been spent to date.

The total grant award as of 2/3/11 is \$8,862,839.00. Emergency management has received \$1,084,600.00 for the Jefferson County 12.5% match which would limit the amount spent to be \$8,676,800.00. The average cost for demolition to date is approximately \$3,600.00 per property; this cost only reflects the Highways billings. It does not include asbestos inspections or abatement.

Discussion occurred. Phil Ristow and Sheriff Milbrath joined the meeting during this agenda item.

**7. UPDATE ON LAKE MILLS CONSERVATION CLUB PURCHASE AND APPROVE PROPOSED PURCHASE AGREEMENT**

Ristow reported the well water has been tested; no lead contamination was discovered. In addition to the previous analysis from UW-Whitewater Professor Jeffery, staff has spoken with Supervisor Morris who has extensive knowledge and background on lead contamination. Supervisor Morris is in agreement that the County has performed a very diligent and extensive phase 1 environmental analysis. Ristow stated that there is absolutely no way to say there is no risk regarding lead in purchasing this property; but, the risk seems to be very minimal.

Ristow reported that the roofing bid came in at \$21,500. The roofer is the same contractor that has done work on the Courthouse. We have been very pleased with his work. Roofing work would likely be done in October. The amount of the roofing bid would be subtracted from the purchase amount of \$150,000. The actual cost to purchase the property would be \$128,500. As a lease/purchase, \$20,000 would be paid to the club now with the balance at closing.

Question was asked as to whether the County plans to dig out the lead on the property. Yes, that is the plan to eventually do that. It is a specialized operation where the lead is sifted from the dirt. The work would be performed by a consultant/contractor. If there was a contamination problem at some point, removal of the lead this way is the form of remediation.

Ristow stated that another aspect of the agreement is that the County will continue to allow the City of Lake Mills to put snow and leaves at one end of the property.

Motion by Rogers, seconded by Morris, to authorize Gary Petre to sign the contract to purchase the Lake Mills Conservation Club. Motion was approved.

Ristow and Sheriff Milbrath left the meeting.

**11. COMMUNITY DEVELOPMENT BLOCK GRANT - UPDATE**

Buchholz reported that seven properties were in the program. Seven of the properties have been acquired; 3 properties are pending acquisition. 1 is not eligible. \$1,606,456.14 has been spent to date. Discussion occurred. Question was asked whether we were still purchasing the property not eligible through the program. Buchholz explained that Haugom is working with the funding sources available to acquire all properties. Buchholz will follow up with Haugom as to whether this property is being acquired.

**12. VIGILANT GUARD FULL SCALE EXERCISE**

Buchholz stated that the Vigilant Guard exercise will be held on Saturday, May 14. On April 14, Jefferson County held it's functional exercise where a communication plan for the full scale exercise was developed. In the afternoon of April 14, we joined the state's functional exercise in Madison and were able to test some of our communication equipment. We were also able to view other state and local resources.

There have been a few glitches with the full scale exercise. The scenario has changed from a rail care to a nurse tank with anhydrous ammonia.

**13. OJA – ONSITE MONITORING OF GRANT PROGRAM**

The Interoperability Radio Grant is in Round 6. Jefferson County has received written notice that OJA will be conducting an on-site audit to ensure the grant money is being spent appropriately. Haugom will be coordinating the audit.

**14. HAZMAT SPILLS – COMMERCIAL POOL AND SPA**

Buchholz reported that Haugom has been working to receive reimbursement from Commercial Pool and Spa. Commercial Pool and Spa was the spill that occurred on July 19, 2010 at the Pine Cone Travel Plaza where a box truck was leaking an unknown substance which turned out to be hydrochloric acid. Commercial Pool and Spa refused to pay the expenses and therefore, the incident was turned over to the state for their assistance. The state informed us that if a company is just transporting for a producer and the packaging and the pallet belongs to the producer, then the producer can be held accountable for the spill. Haugom will be submitted an invoice for the expenditures incurred on the spill to the producer for reimbursement. Haugom will keep the committee updated with the situation.

**15. TRAINING/EXERCISES**

- a. February 17 – Buchholz attended Resource Inventory Management for Rural Communities in Juneau
- b. February 24 – Haugom and Buchholz attended Basic Esponder class in Madison
- c. March 3 and 4 – Haugom and Buchholz attended Governor’s Conference in Madison
- d. March 28 – Jefferson County hosted an Advanced Severe Weather Spotter Training Class at the Fairgrounds; 94 attendees were present. Training was conducted by National Weather Service.
- e. April 5 – Buchholz attended the Emergency Dispatch First Responders Informational meeting sponsored by We Energy
- f. April 7 – Buchholz attended Pipeline Safety Training in Madison
- g. April 14 – Participated in the statewide tornado drill. Media releases were distributed.
- h. April 14 – Haugom and Buchholz attended Functional Exercise; developing a communication plan

**16. TIME & PLACE OF NEXT MEETING**

The next meeting of the Law Enforcement/Emergency Management committee will be on Friday, July 22 at 8:30 a.m. at the Jefferson County Courthouse in Room 112.

**17. ADJOURN**

Rogers moved, seconded by Jaeckel, to adjourn at 9:25 a.m. Motion carried.