

EMERGENCY MEETING MINUTES

October 29, 2012

Those in attendance: Ron Hepner, Chairman, John Orr and Joe Snyder, Supervisors; Betty Warfel, Secretary/Treasurer; Randy Witmer, Zoning Officer; Robert Hooper and Robert Coleman, Road crew; and Rich Wiest.

The meeting was called to order at 7:00 a.m. by Chairman Hepner.

Public comments: None

New Business:

The purpose of this emergency meeting was to discuss the Township's emergency preparations for the upcoming Tropical Storm/Hurricane Sandy weather event.

Chairman Hepner shared information regarding the emergency command center that will be in operation at the Millersburg Fire House. With respect to emergency calls received during the weather event, Supervisors stated that they are not willing to risk men and equipment to remove trees from roadways until conditions are safer. If possible, trees will be pushed to the side of the roadway and removed at a later time.

The road crew shared the preparations that they have made and will be making for the event. The mower will be taken off the tractor in order for the tractor to be used as generator in case electrical power is lost. They will have the tractors fueled and hoses prepared. Barricades have been staged and inlets have been checked for leaves. Supervisors will obtain prices from Imhofs' and Lehman's to have the township office hooked up to the shop to generate power in the event of loss of electricity. Millersburg Authority has reported that there are water and sewer reserves for several days' use. Bob Coleman stated that road crew members should document as much as possible with photos for use in grant applications following the storm.

The Board will make township equipment available to Millersburg Borough's use in the event of emergency need; however, not for cleanup at a later time.

Schedule for Township staff for the Command Center: 10/29/12 – Randy Witmer (in the township office) 7:00 a.m. to 3:00 p.m.; John Orr – 3:00 p.m. to 7:00 p.m.; Ron Hepner – 7:00 p.m. to 11:00 p.m.; 10/30/12 – Randy Witmer 7:00 a.m. to 3:00 p.m.; Joe Snyder – 3:00 to 7:00 p.m.; Ron Hepner or John Orr – 7:00 p.m. to 11:00 p.m. Person staffing the phone will notified members of the road crew, if they are needed to respond to an emergency situation.

The road crew will attempt to keep one end of all township roads open for residents' ingress and egress during the storm. Downed trees will be removed following the event. In the event that emergency equipment, i.e. PP & L, needs to be repaired, the township's shop could be used to shelter the machinery while repairs are being made.

Supervisors agreed that Rich Wiest could be used as emergency on-call road crew personnel if he is needed. Wiest advised that he will be available for the rest of the week. Bob Coleman stated that when an emergency call is received during night-time hours, two township vehicles are needed for safety reasons when responding. Chairman Hepner advised the road crew that they should not take any unnecessary risks when responding during the storm.

Resident volunteers checking and cleaning blocked inlets are welcome. However, children should not be allowed to assist when clearing the inlet.

Ron Hepner and John Orr will check inlets and pipes during the daytime hours today.

Old Business: None

Public Comments: None

With no further business to discuss, John Orr moved to adjourn. Second by Ron Hepner. All in favor, motion carried. Meeting adjourned at 8:00 a.m.

Respectfully submitted,

Betty A. Warfel, Secretary