

**COTTAGE GROVE COMBINED
EMERGENCY GOVERNMENT COMMITTEE
Wednesday, February 3, 2016
DRAFT - MEETING MINUTES**

1. Call to Order

The regular meeting of the Cottage Grove Combined Emergency Committee for February 3, 2016, was called to order at 6:31 p.m. by Committee Chair Mike DuPlayee.

2. Determine that a quorum is present and the meeting was properly posted and roll call

It was noted that a quorum was present and the agenda was properly posted. Roll call was taken. Committee members present were as follows: Mike DuPlayee, Larry Kieck, Joel Hammond, and John Williams. Other attendees: Fire Chief Boxrucker, EMS Chief Erschen, Town Chair Kris Hampton, Steve Haskell (Paul Davis Restoration), James Kamoku (MG School District), JJ Larson (Village CG Public Works), and Dave Volenberg (Hydite)

3. Election of Secretary

Motion by DuPlayee to nominate Williams to be Committee Secretary and second by Kieck. Motion carried by a voice vote of 4-0-0.

4. Public Appearances - Public's opportunity to speak on any item that is not a specific agenda item call

None.

5. Discuss and consider the minutes from January 6, 2016

Motion by Williams to approve the minutes of the Cottage Grove Combined Emergency Committee meeting on January 6, 2016 as presented with minor correction of James Kamoku's name under item 4, seconded by Kieck. Motion carried by a voice vote of 4-0-0.

6. Discuss and plan future table top exercise

The table top exercise is planned for March 2 from 6:30-8:30 p.m. at the Emergency Services Building. Steve Haskell has confirmed Jay McCellen, Preparedness Planner, will be present to observe the exercise. Haskell will email the exercise scenario to the committee members and attendees. Also, Haskell will send invitation to potential organization that might contribute to the exercise. DuPlayee will extend an invitation to the Town and Village Boards. DuPlayee shared that the committee members and extended members will learn a great deal from this exercise which will likely lead to future agenda items for the committee.

7. Discuss and consider a possible purchase of a T-Card analysis system

DuPlayee suggested that we hold on the T-Card analysis system until we go through the exercise whether T-Card would be appropriate. This will agenda item will be brought forward at a future meeting.

8. Reports from Department Representatives and Committee Members

a. Cottage Gove Police Department: Not present

b. Cottage Grove Fire Department: Chief Boxrucker indicated that he met with the Department of Transportation (DOT) earlier today (2/3/16) regarding the future construction on I-90 as it will impact emergency service response to areas around the construction. There will be a Stakeholders Meeting at DOT's office in Edgerton off Hwy 73 on February 16th. Construction will begin later this year on three bridges over the interstate and Hwy N in planned in 2018.

c. Deer-Grove EMS: Chief Erschen said nothing to report

d. Monona Grove Schools: Kamoku said nothing to report

e. Landmark: Not present

f. Hydite: Volenberg said nothing to report

g. Paul Davis Restoration: Haskell indicated that he was no longer with Paul Davis, but rather A&J Specialists. Paul Davis still supports his involvement in this committee, so he will continue as a liaison. Haskell shared with the attendees that the Wisconsin Emergency Management will be holding a training event on March 8 and 9, 2016 in Oshkosh and committee members are welcome to sign up to attend.

h. Committee Members: Nothing to report

9. Future Agenda Items

Table top exercise scheduled for March 2, 2016 from 6:30 to 8:30 p.m.

10. Date and Time of Next Meeting

March 2, 2016 at 6:30 p.m.

11. Adjourn

Motion by Hammond to adjourn at 7:14 p.m., second Kieck. Motion carried by voice vote of 4-0-0.

Draft - MINUTES - Submitted by

John Williams

Secretary of Cottage Grove Combined Emergency Government Committee

These minutes represent the general subject matter discussed in this meeting, but do not reflect a verbatim documentation of the subjects and conversations that took place.