

CAER Meeting Minutes

July 19, 2023

Location: Steele County Admin Building Room 40 and Teams

Call to Order: Meeting called to order at 3:30pm by Tom Karnauskas. Kristen that everyone sign in. There is no agenda for today's meeting. The primary purpose is to review the Hazard Mitigation Plan.

Attendees: Tom Karnauskas, Melissa Kofstad, Rick Hager, Bonnie Johnson, Kristen Sailer, Jerry Ibberson,, Ed Hoffman, Michele Heaver, and Annette Duncan.

Routine Approvals:

- 1) Financial Report – Kristen reported no expenses or deposits since the last meeting.
- 2) Secretary's Report - Motion was made by Jerry to approve the minutes from 1/18/2023. Second made by Jamie. Motion passed.

Old Business:

- 1) Multi – Hazard Mitigation Plan – Kristen and the team are working on the update. They have divided up the sections and have each person on the team making recommendations on their sections. Once the updates are completed they will bring the final recommendations back to this group for approval. Kristen noted that it will take time to complete this project. Tom noted that the existing plan is located online. The plan is updated every 5 years.

New Business:

- 1) Hazard Mitigation Plan – If we want to apply for funding we need to have this plan completed and submitted to FEMA. Steele County has received over \$3 million previously in grant funding. The plan focuses on natural disasters; however, technological disasters are also covered in the plan.

Part of the plan update process is to get feedback from this committee to assist with planning and prioritization. The mitigation plan is a public facing document, available on the Steele County Emergency website.

Sections 1,2, and 3 will be the focus of today's meeting. We will have additional meetings to address the sections 4 through 6. It takes approx. 45 days for the state to do their initial review. We also need to provide a 30-day public comment period. This feedback is typically limited. The team has met with the townships twice and with the cities once. Initial edits have been made by staff. Now we need input from the CAER Team.

Tom reviewed Section 1. This is very close to what was previously written, with updates to data, 2022 when available. The previous plan was developed by another group based in the University of MN - Duluth. That language was removed as the plan was completed in house this year. References to items outside of Steele County were removed. The decision was made to remove tables from the verbiage and leaving in the table section of the plan. This simplifies the document and removes duplication. Kristen is looking for Steele County Specific images (land, buildings, structures, historic sites). Kristen recommends that we add a paragraph about Steele County, providing a summary of Steele County losses. Discussion around how far back to go with suggestions to go back to 1965 which is the oldest record we have. Kristen noted that under section 1.2 we need to add the Building Resilient Infrastructures and Community (BRIC) Grant and the Revolving Loan Program.

Kristen review Section 2. The highlighted names in the section will be updated with current CAER members to ensure that we have adequate representation in the county. Currently validating information under Appendix G and Appendix J and Table 2.

Kristen asked if there are any specific plans at the city level that need to be added. Water Emergency Plans are now required for all the municipalities. In meeting with Planning and Zoning they are discussing a comprehensive storm water management plan. Rick is going to check to see if Medford has a Water Emergency Plan and a Storm Water Management Plan.. Ed is going to verify that Owatonna has a Water Emergency Plan and a Storm Water Management Plan. Jerry will confirm that Ellendale has a Water Emergency Plan and a Storm Water Management Plan. Steele County participates in a Water Shed Plan with the Cannon River Water District. Melissa will check on their plans and provide the names to Kristen.

Tom reviewed Section 3. The specific data points will be updated; however, the verbiage will remain the same. Updated maps will be added to the Appendix. Tom and Kristen will need to verify with Nick what data was used for hydrography information. We are uncertain the location of the “unnamed gravel pit” referenced under 3.3.2 Lakes. Kristen is going to investigate. One of the major changes that will need to be included in the plan is around Climate Change Data in Steele County. All the data in this section needs to be validated. Melissa asked if it would be helpful to include information on how climate change affects diseases in the population. Kristen asked for this to be sent over to her.

We need to update the demographics section 3.5 with updated census data. We also need to validate current predications. Kristen requested that Figure 1, a graph of the breakdown of Steele County Employment, be made larger so it is easier to read. The Annual Average Employment predications and data will also need to be provided. Annette suggested that Kristen reach out to Workforce Development to see if they have updated data. Melissa suggested SMIF.

Add Olmstead Medical Center to the Health Care Providers. Hospice is closing. Under Emergency, the Owatonna Fire Department is Paid On Call, in place of part time or volunteer. Medford and Blooming Prairie are also Paid On Call. Ellendale remains 100% volunteer. Ed is going to check on the current digital trunked radio communication system. We need to add Xcel Energy to the list of Electrical Utility Providers. Medford Water/Sewer is in the process of connecting to Owatonna, so this will need to be updated. There are several updates that need to be made under Communication.

Under 3.7.4.3 Railroads, Kristen asked whether we should include how many trains go through the county each day. (Railroad), noted that we average 5 trains a day.

Under 3.7.4.4 Ground Transport Annette suggested to double check the route for SMART as it noted that there is service to Ellendale, Medford, and Blooming Prairie as needed and this may no longer be accurate. Also need to add Land Air as a provider.

Tom noted that data has been updated under Land Use and Ownership. The appendix maps will need to be updated.

Steele County Emergency Manager Report:

- 1) Kristen Sailor – We will be focusing on the updates between now and our next meeting; however, will send out requests via email if we need to complete a section earlier.

Member Reports:

Tom – A copy of the Emergency Preparedness Plan is now able to be downloaded into a ZIP file to be stored on external hard drives.

Melissa – Finished first AARP. It has been submitted MDH.

Bonnie – No Report

Joe – No Report

Ed – 8 firefighters in training; they need a technology upgrade, so are looking at vendors. It was cut out of last years budget but may be possible this year.

Rick – No Report

Annette – Volunteers United continues to recruit volunteers so please reach out if volunteers are needed. Preparing for the SCFF.

Jerry – National Night Out August 1 planning and training

Adjournment: Tom adjourned the meeting at 4:36pm

Next Meeting: September 20, 2023, at the Steele County Administration Building Room 40 or via Teams