APPENDIX A

MEETINGS AND DOCUMENTATION
APPENDIX A

Meeting #1

M1 - Public Kick-Off Meeting

This meeting was publicly advertised via email, phone calls, and word of mouth. This was the initial meeting with PEMA as the presenter. This was also the most publicly attended meeting that was held.

M1 - Public Advertisement

From: Jeffery, Stephen
Sent: Thursday, September 01, 2016 3:22 PM
To: Albert, Shutt <albertshutt@gmail.com>; chan208 @ptd.net; Chris Boyer <hamptonfd@yahoo.com>; hamptonfd@yahoo.com; David Staman <beandave@windstream.net>; beandave@windstream.net; Di Spotts <DP234@MSN.com>; Doyle, J <j.doyle@co.bucks.pa.us>; Geise, George <geisegeise@gmail.com>; geisegeise@gmail.com; Godin, Jason <jason@bsumail.bucks.edu>; Jason Kineke <jason.kineke@us.army.mil>; Jeff Weikel <jeffweikel@gmail.com>; jeffweikel@gmail.com; Jennifer Weaver <dreamweaver@countrylink.net>; dreamweaver@countrylink.net; Karl Beagle <rush00006@q.com>; rush00006@q.com; Ken Hellenbock <fireman letz@hotmail.com>; Kevin O’Hearn <ohearn@ptd.net>; Kevin O’Hearn <ohearn@ptd.net>; Mark Cupp <hmscupp@yahoo.com>; Matt Hearn <mttmc1@live.com>; Myрон Messinger <mapymron@netscape.com>; mapymron@netscape.com; O’Hearn, Kevin <Kevin.Ohearn@Innerycorp.com>; Paul Smirk <paulosfirm@student.ou.edu>; Procoid55@hotmail.com; Procoid55@hotmail.com; sunevedy@qcom; Todd %ACE <todd.tmace@gmail.com>; Todd Oberdorf (EMA Riverside) <tmoehl@verizon.net>; Todd Oberdorf (WCRC) <todd.oberdorf@merck.com>; troy.christie@merck.com; Vaughn Murray <s2270@lehigh.com>; Wayne Bieber <WK5Bieber@earthlink.net>; WK5Bieber@earthlink.net;}

Subject: HMP

RE: Northumberland County Hazardous Vulnerability Assessment and Hazardous Mitigation Plan Stakeholder kick-off meeting to review and renew the current plan that is expiring September of 2017.

This letter is to inform you of a very important initiative that is again going to take place in our county. The Northumberland County Planning Department and the Northumberland County Department of Public Safety will soon begin the process of reviewing the Northumberland County Hazardous Mitigation Plan (HMP). The HMP is the blueprint for reducing property damage and saving lives from effects of future natural and man-made disasters in Northumberland County.

The plan is required to be updated every four years and is required for the county to be eligible to receive certain types of state and federal relief funding after a disaster.

The meeting will be held on Thursday, September 15th from 10:00 am to 12:00 pm at the following location:

Northumberland County Department of Public Safety
911 Greenough Street, Suite 2
Sunbury, PA 17801

This kick-off meeting will help familiarize the stakeholders with the current HMP and the process of reviewing and renewing the current plan, as we discuss future meetings and our milestones to get this project completed before the deadline in 2017.

If you have any questions, please feel free to contact us.

Stephen J Jeffery, CEM
Director of Public Safety/OEM

cc: Donald Alexander, Planning Director
Maryrose McCarthy, Chief Clerk
The first meeting of the Northumberland County Hazardous Mitigation Plan update was called to order by EMC Stephen Jeffery on September 15, 2016 at 10:00AM at the Northumberland County Department of Public Safety.

A total of 29 people were present with representation from 4 local municipalities, 2 school districts, PEMA, Penn Dot, the American Red Cross, Rail Road and 2 industry representatives.

The focus on the initial meeting was to discuss the planning process to move the meeting forward and to establish an agenda.

Director Jeffery welcomed all the representatives and briefly explained the current plan and his expectation is having it completed. Ernie Szabo from PEMA reiterated some of Mr. Jeffery’s remarks as well as provided some additional information on the planning process with locations and information to find additional information.

Mr. Jeffery explained to the representatives that as all or most know the plan has been written, he is not expecting to reinvent the wheel or re-write the plan but to review the proper pages that need to be addressed. Mr. Jeffery stated he has already met with some of the county staff and reviewed and updated some of the information for the yearly update. He also stated that they are kind of behind the eight ball considering this should have been started a few months back, unfortunately it fell through the cracks and we were unable to get a grant started to assist the county in getting it done, so in the end the county is responsible to get it completed before the 2017 deadline for the FEMA review and acceptance.

Stephen Stated he plans on sending out Capability Assessment Survey’s for the municipalities to complete and have them returned to the next meeting which is he plans on scheduling for October 20th.

Stephen and Ernie explained to the municipalities, if you have projects that you would like to be looked at or have completed projects such as the projects in Mt Carmel and Shamokin that are near completion or completed please let us know so that it can be added to the update.

With no other information and remarks from the group the meeting was adjourned. The next meeting will be at the Northumberland County Department of Public Safety at 10:00AM on October 20th.

Stephen Jeffery
# M1 - Sign-In Sheet

## NORTHUMBERLAND COUNTY

### ALL-HAZARD MITIGATION

<table>
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<th>Name</th>
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Meeting # 2

Meeting # 2 - Public Meeting - Informational

This meeting was also open to the public, but was only advertised at the kick off meeting and by word of mouth. The meeting was just an informal meeting with discuss the process that we were looking to take.

M2 - Meeting Minutes

The second meeting of the 2017 Hazardous Mitigation Plan was called to order by EMC Stephen Jeffery on October 20th at 10:00 AM at the Department of Public Safety.

A total of 8 people were in attendance. Stephen Jeffery Northumberland County EMC, Charles Hopta, Northumberland County engineer, David Hummel Northumberland County Assessment Director, Don Alexander Northumberland County Planning Director, James Chamberlain Weis Markets, Glenn Schaeffer Jordan Twp. And Ernie Szabo from PEMA.

Mr. Jeffery briefed the group that he has sent out the capability assessments forms to all the municipalities but has only received 6 surveys out of the 36.

The group did review the Risk factor analysis as well as the county risk factures and noticed there is really no changes that need to be made from the current plan to the update.

It was suggested by the group to copy the current capability and have them mailed or hand delivered to the municipalities to have them completed.

Ernie suggested to keep in mind that if we have or now of projects that need to be completed or projects of success be documented in the plan.

Stephen advised the group that the county is still looking for help to get the plan updated, time is short as well as are people schedules.

A discussion on how to get the plan moving and implemented with many suggestions was talked about.

Mr. Jeffery plans on having another meeting after the Thanksgiving Holiday with the planning team to review and update the plan. Date time and location will be announced at a later time.

Being there was no other information, the group made a motion to adjourn.

M2 - Sign-In Sheet

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<td>North Co.</td>
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Meeting # 3                 December 14, 2016

M3 - Planning Committee Meeting Only

This meeting was held to continue discussing the update process and determine the best method for file sharing and editing the document.

M3 - Meeting Minutes/Notes

- Hazard Plan shared drive
  - All committee members must be setup to full access
  - Have on single document that will track changes

- Put new copy on website after each meeting
  - Table list on the site with new plan

- September 1st 2017 this plan expires
  - Have new one in 4 months early?
- Deadline May 1st to submit

- Ask PEMA
  - NFIP Policies
  - Severe and Repetitive Severe Loss

- Make a list of known hazards and discuss with group if it should go in the plan
  - List the risk - action can be to "look into the situation"
  -

M4 - Sign-In Sheet

Planning Committee

Eric Wendt
Chuck Hopta
Lori Smoogen
Stephen Jeffery
David Hummel
Keith Ayers
Doug Diehl
Meeting # 4                 January 11, 2017

M4 - Planning Committee Meeting Only

This meeting was an informational meeting that put us on the right track for what we needed to accomplish. After having a conversation with FEMA the day before we were able the layout a specific move forward plan.

M4 - Meeting Minutes/Notes

This meeting was recorded for the minutes but the recording became corrupt. The following is a compilation of notes for the attending member.

???

M4 - Sign-In Sheet
**APPENDIX A**

**Meeting # 5**

**M5 - Planning Committee Meeting with Stakeholders**

This meeting had a few stakeholders that were invited to review our progress and to ask questions on their involvement and what was needed from them.

**M5 - Meeting Minutes**

PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE

*This is the first meeting after the county has mailed the fact finding material to each municipality and entity that it deemed vital to building the emergency mitigation plan*

The meeting began with Chuck Hopta (forward referred to as CH) suggesting that the committee ask the municipalities that are present if they have any questions. The representative from Sunbury Municipal Authority (forward referred to as SMA), Jeff Lewis (forward referred to as JL), asked what the county wants from them, what their role may be. They said they have all the same information as Sunbury city. CH said they should be working hand in hand with the city if it is all the same data, a coordinated effort when filing the paperwork sent out from the committee. Eric Wendt (forward referred to as EW, sorry Eric) said last time this mailer was sent, they had sent to the same entities and they were following suit. EW said there was nothing in the previous plan from SMA which suggested to them that there was a previous coordinated effort. EW admitted that there was no data in the previous action plan that broke down data by municipality but that was the intention this time. The committee is looking to make sure that the data is not generalized, but rather that the county’s municipalities have their own substantial data. CH said that SMA’s coordination with the city would still provide the information the committee needs for that particular municipality but their added input would provide even better data. It was also mentioned by CH that we do not have the previous responses, therefore this committee has had to start fresh with responses. JL did say that Sunbury City’s plan does differ from the plans for SMA; EW said that if need be there can be a separate page added to reflect SMA’s plan. CH then asked why their plan isn’t the same as Sunbury City’s. Doug Diehl (forward referred to as DD) asked if they were separate from the City and JL said yes they are severed; DD concluded that they will have their own plan because they are considered a critical facility and SMA does the CRS, but that Sunbury City should have SMA’s plan as part of their own. EW and CH said again that they can be provided their own area of the plan because they are a separate entity with it’s own plan. JL then began to ask questions specific about the fact finding sheet, stating that the Authority has not done a disaster recovery sheet pointing to the section about capital improvement plan status. JL questioned about whether that section meant the Authority needed to respond. DD said if they have that information then enter it, otherwise in that area they would default back to Sunbury City. JL asked why the County would care if their plan for example included the improvement of a water tank. EW said that he is not one hundred percent sure why the fact finding sheet was developed with the specific questions that it has on it, but that from his understanding of what the plan is supposed to entail, the County would be looking to include in the plan any of the necessary entities plans to make improvements as part of their own preemptive mitigation. All parties then agreed on an understanding that this plan needs to provide specific data for all entities concerned. EW said one of the items discussed in the past was a drainage ditch that constantly overflows; if it’s not listed in the plan now, but an entity had plans to fix it because it could have potential to cause a hazardous situation, then in the future there’s no trying to recover specific funds to fix that problem under this plan because it was left out. JL said that there was an authorized resolution in the past that said they were part of the County plan so that they could be provided funds under these
circumstances. EW said they may be but that we are now in the mandated renewal stage of that plan; the County must meet FEMA’s standards to ensure there would be funds in the case of there being a need. EW said when it is completed and adopted again, then all entities concerned can make resolutions on their level to once again be part of that plan. CH said there’s funding that the entities could miss out on if they don’t adopt the new plan either so the fact finding stage is necessary. CH said so far they have not held anyone to that but that grace may not be available in the future. JL said they were concerned whether they had been part of the plan all this time because they are not specifically mentioned in it, even though they had adopted it by resolution. EW said the company previously used to create this plan had created quite a few inaccuracies within the plan, which SMA being left out is one, but going forward the committee will try to avoid and correct any of the previous inaccuracies they can. DD called out Dean Miller (representing West Chillisquaque at the meeting forward referred to as DM) as well to say that if his municipality had an area that is prone to flash flooding and it takes out a roadway or a tank, and it’s not part of the plan then it could create a problem for any federal recovery effort where they would be seeking disaster funds. JL agreed they now had a better understanding of their part in the updating of the plan because of these examples, but said it’s their problems not Sunbury City’s that they want to make sure they include because it’s their problem to fix. DD said if they are mitigating a problem that they have old infrastructure that’s outdated and they have a capital campaign to replace it, and they have to come up to current flood standards or increase, then that action should be included in this plan so that in the future if there are any funds for this work they’d be able to go for it. CH asked Ken Young (representing Shamokin Township at this meeting, forward referred to as KY) if he had any questions; KY said that he was asked on short notice to show up to the meeting and he didn’t have the paperwork that everyone was referring to, but he said he was at the other meetings (there was no specific information given to indicate what meetings he was referring to). DD then asked if he had anything the committee sent out; KY said he’s sure it was received but it wasn’t in his possession although he is sure he has access to it. CH asked EW if it was sent directly to the Township, EW confirmed. KY said they are all part time and they are operating out of their houses, and DD said that he had a blank fact finding pack with him if he wanted a copy. DD also asked DM if he needed a copy; he said he thinks that their information was already sent back and approved by the committee. CH asked EW if that was accurate, EW confirmed. EW stated that at the time of this meeting only three entities had returned information: Mount Carmel Township, West Chillisquaque Township and Watsontown Borough. KY said in thinking about Shamokin Township’s situation, they do have areas that flood or are in the floodplain but there are no plans currently to change any of the flood lines. DD said then they would just be responsible to answer standard questions on the sheet. CH said they don’t have to create a plan, but this sheet is their chance to make them part of the County plan in case there are problems areas they are aware of that might require emergency funds. KY said at this point the Township is reactive, if there is an emergency then they go out to make repairs if there is support available. DD said they should have an emergency operations plan though, because they are either required to have their own or accept the County’s plan. KY said they were planning to accept the County’s plan. DD said in that case it would still be necessary to provide information to the County so that their needs can be made part of the County’s plan. KY asked if there was a form in the packet he was just given at this meeting where they would list this information, a few people responded yes. KY said then he will get a form in, even if there’s nothing on it. CH said that the entities mailed to need respond to help give validity to the plan that will be submitted. DD tried to run through the pages briefly with KY. As they ran through the page, KY mentioned the fiber optic cable that runs through the township and DD said then that’s something he can list. DD said we don’t know the details of each municipality so we need input on the local level so it can be part of the plan or else it may be missed and therefore not approved. DD also said it’s a way of letting the County and anyone else who uses the plan know if there are potentials for problems (examples given were if there were a terror attack to the optics line, flooding that could destroy the optics line, complete loss of communication for the whole township) that need to be explored.
EW said from talking to Emie (PEMA contact), the action items could be just a “wish list” that explains in a few years “here are the things we’d like to change or improve”. He said even if they don’t happen at least the intention was made known. CH said then if it’s on this “wish list” we could be eligible for funding before or after a disaster, and that’s the most important thing about the fact finding process because the County doesn’t want to eliminate anyone from funding. KY asked if there was a sample resolution in the packet, DD said no not yet because the committee is still building the new plan to turn for approval. CH said we needed to do this fact finding because the previous company that performed this function did not provide enough detail for the County to confidently move forward with a review of the plan based on the previous data gathered. CH asked if there were any other questions from anyone present. EW said his main concern to discuss at this meeting was an agenda for a public meeting, what needed to be addressed at a public meeting with regard to this committee. DD said we need to mimic the things we just talked about, letting the people present know that this committee is trying to obtain information to build a better plan for approval. DD said we should start with a summary of what we are doing, the reasons why we are doing it and how it can help. DD said then you would ask for input from the municipalities and individuals present, give the public an opportunity to tell the County and municipalities present a chance to hear what they think are recurring issues that perhaps the municipalities didn’t consider or weren’t aware of. EW said he wanted to be sure that everyone is on the same page when addressing the public. EW said that Stephen Jeffrey had mentioned inviting someone from PEMA or FEMA, CH said if they show that’s good but if they don’t we will be ok. KY brought up that the support of communications is a countywide issue. CH asked if the dates for the public meetings were available for all present to know. EW and Tiffany Kaseman (forward referred to as TK) said March 23 was the meeting to be held in the Milton Borough office and March 30 was the meeting to be held in the Administration Center in Sunbury, and that both meetings will be from 6:30 to 8:00 pm. DD confirmed that the location in Milton was correct. EW said tentatively the timeline is that the committee is looking to get back municipal responses by March 1, then to start entering that data into an updated plan so that the info can be discussed by the time there are public meetings at the end of March. EW said the committee is then hopeful that anyone who has not responded may attend and ask questions that will help them to complete the fact finding sheet, or perhaps the committee may get undiscovered information from public input at the meetings as well. EW said after the public meetings the committee would use the month April to finalize the plan so that it can be submitted to FEMA on May 1 so they can begin to review it because FEMA’s review process is quite lengthy and always results in the plan being turned back to make changes they require or request. FEMA had suggested to submit 90 days prior to needing to approve the new plan; May 1 fits in that time frame. West Chil asked for a confirmation again on the location of the March 23 meeting; many committee members responded the Milton Borough Office. TK asked if someone could please explain the public meeting because she was not previously part of this committee; she asked if it’s general information about the plan and the process or is it an update for anyone currently interested in knowing what the committee is doing for the plan already in place. EW said that’s the same as his question to DD because he also was not involved in the last process five years ago that was run by the company who made the existing plan. EW said the main purpose of the meeting will be to educate the public about the plan, what the committee is currently doing, and what the committee plans to do to update the current plan, and that we are looking for any input from the municipalities or the public. EW said he was planning to create a more structured agenda. TK asked if the committee was looking for input on the plan that already exists and where it needs to update or in general on the committee’s entire process? TK asked if this was a public meeting that will be starting from scratch. EW said he wasn’t sure if building on the plan was worthwhile; he said he assumes there’s not going to be a lot of input from the public if he had to take a guess. EW is hopeful that Stephen or Emie will have more input on the agenda and how the meeting should be run because he hasn’t the past experience to answer exactly what the meeting’s tone will be. TK said she is just trying to understand what
DD said the target is both members of the public and members of the municipalities. He mentioned last time there were many people present from varied entities: SEDA COG, Merck, school districts, municipalities and public. CH said multiple public meetings are required under the plan. EW said FEMA is concerned with knowing that the County is trying to educate the public about the plan and how it impacts them. CH said even if there is no public input it’s still shown as an effort by the County. DD said the minimum requirement is two public meetings. KY asked if the FEMA support is post-disaster support, CH confirmed. KY asked if there was any that could be spent upfront, CH said that in some areas there are funds that can be spent upfront if you apply for a project, but the project needs to be in the plan. DD said there are hazard mitigation grants available; he gave the example of knowing of areas that will flood because they have done so in the past. KY asked if this is about flooding. CH and DD said that’s the easiest topic to discuss because it’s the most prevalent in the county. EW confirmed flooding and winter storms are the most frequent occurrences in Northumberland County. DH said although flooding is the first thing people think of, we still need to hear from municipalities about all possible hazards.

EW said the other thing he wanted to discuss was being sure the meetings were properly advertised.

JL wanted to confirm whether the committee wanted them to go to the City or to someone in the County; EW said just fill it out as the Authority and they will be provided their own section within the plan. EW said they don’t have to share the packet with Sunbury City because they were sent their own packet. EW said the front letter provides all the necessary information for returning completed forms.

CH thanked all participants at this meeting, stating that we are still learning the process as well because this was previously performed by a third party company. KY asked who the company was; CH said Delta Development. EW said there was a PEMA grant last time this was done, and PEMA recommended this company, however they no longer make that recommendation. KY asked about all of the county bridges and whether they can be upgraded for flow. CH said they’d have to apply, which is a slow process and that they’d be more inclined to perform structure relocation. KY said after the last flood there was bridge on State Route 61 that was a problem and only after the flood did PennDOT come out to remove sediment. CH said PennDOT may have been the only one with permission to do that work. DD said this is the type of information needed in their return because it can help put pressure on the State to mitigate these areas. There was a brief conversation about County bridges that was unrelated to the committee or its work and purpose. Again, all in attendance were thanked and the meeting was ended.
APPENDIX A

M5 - Sign-In Sheet

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<tr>
<th>PRINT NAME</th>
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<tr>
<td>1. Ken Young</td>
<td>Shanorin TWP</td>
<td>Engineer</td>
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<tr>
<td>2. Dean L. Miller</td>
<td>West Chillicothe Twp</td>
<td>Supervisor</td>
</tr>
<tr>
<td>3. Jeff Lewis</td>
<td>Sunbury Municipal Water</td>
<td>Manager</td>
</tr>
<tr>
<td>4. Nathaniel Kaseman</td>
<td>Northumberland Co.</td>
<td>Chief Assessor</td>
</tr>
<tr>
<td>5. Mike Arabski</td>
<td>Northumberland Co. GIS</td>
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<tr>
<td>6. Chuck Hoppa</td>
<td>Nitro Region</td>
<td>Engr.</td>
</tr>
<tr>
<td>7. Doug DiSeste</td>
<td>Metric Data Plan</td>
<td>Planning Officer</td>
</tr>
<tr>
<td>8. Eric Wendi</td>
<td>Northumberland Co.</td>
<td>IT</td>
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M6 - Planning Committee Meeting with Stakeholders

This meeting had a few stakeholders that were invited to review our progress and to ask questions on their involvement and what was needed from them.

M6 - Publicly Advertised Material

We advertised this as well as our next 3 meetings at the same time for convenience through Newspaper, Website, Facebook and a mailing that went to each municipality.

M6 - Meeting Minutes

PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE

Stephen Jeffery(forward referred to as SJ), director of Public Safety, opened the meeting by explaining why the committee has been assembled. SJ stated that this process was started a few months ago and at the present time the committee is working on entering the fact finding forms that have been returned into the updated plan. SJ said there aren’t a lot of changes but that the plan still needs to be updated. SJ then asked everyone present to introduce themselves. *All present were on the sign in sheet and the names will not be repeated here*

SJ also let members present who aren’t on the committee know where each of the committee members present work. SJ asked where the committee wanted to start. Eric Wendt(forward referred to as EW, sorry Eric) said he would give an update of the status of his work with Keith
Ayers (forward referred to as KA). EW said they have been reviewing the maps and charts in the existing plan. EW also said that Chuck Hopta had created a list of items from the plan that he felt needed to be updated, and that has been what each of them was focusing on. EW said he is the person who has been receiving the completed forms from the fact finding packet that had been mailed in January. Lori Smoogen (forward referred to as LS) asked if they have all been returned, EW said that he has only received 18 out of 38 at the time of this meeting. EW said he has been taking the answers from the completed forms and digitizing it back into the Excel document that way he can generate the graphs and charts from the new data. EW also said that the completed forms have been scanned to keep as original but that he is also typing the responses into a new form document that can be edited and added to the plan easily. EW and KA have been QC’ing the data with Doug Diehl (forward referred to as DD) as well. KA said there’s a lot to be done as far as the data and the mapping because there are a lot of things that are wrong from the past version. KA said that he has the “stuff” from HAZUS that was run from last time which he is currently trying to make sense out of. KA made all aware there is a lot of work to be done in a short amount of time. DD did note that the stuff the committee is finding isn’t minute, there are significant errors. LS said when she was reviewing tornado data in the plan she tried to use the link the previous company, Delta Data, had cited but the information was very inaccurate in the plan as compared to the actual data she was finding. KA also said that he had come across “dead links” in the plan, but he has been able to use plans from other counties and track their sources to try and get better data for Northumberland County’s plan. KA also said a lot of the write ups and supporting text can’t be copied and pasted either, it will need to be reviewed for edit or to be completely written again. KA admitted though that there may be a need to added written data, he is falling short of time to complete that task because of the amount of work this plan update has already consumed. Ed Markowski (further referred to as EM) asked if the committee had looked at the new mapping that had come through from Sunbury to Wilkes Barre. KA said they saw the DFIRM but that there was really nothing changing within the county. EM said there were a few changes, and KA said he knows of the changes in Sunbury but there is nothing significant countywide. KA said he planned to do individual maps for each municipality as far as the flood zones and structures or critical facilities impacted. KA said he’d be sending maps back to the municipalities that have responded so they can give their input on their accuracy. EM said that one of the problems they have in this area is watching for a flood event. He said the west branch of the Susquehanna River is handled out of State College but the north branch is handled out of New York. He said the he is responsible for everything that is on the island (between Sunbury and Northumberland), and that the number of structures will grow again this year as it has in the past. He said his problem is that the data reported from afar is not as reliable as his ability to view the situation himself. He wants to address problems with the existing river gauges with the federal government. He says he needs at least 48 hours to start moving all the boats off the river and campers and boat trailers off the island in the event of a flood so notification and reliability need to be improved. DD asked EM if he had gone to the new website where you are able to watch the river gauges. EM said they watch them but the north branch has such erratic readings coming through that it’s not helping. DD asked if he was trying to say that the prediction isn’t the best, EM confirmed. EM also said that there are also problems with the Little Shamokin Creek that need to be addressed. KA said the Silver Jackets program is now doing modeling on the north branch with new depth grids and 3D data, but DD said Milton’s didn’t work. EM said he was hoping for better data and that right now he was dealing with repetitive loss in the area. He said they (FEMA) are getting more aggressive with these issues. DD admitted that repetitive loss is a big issue in Northumberland County, at this time he also asked EM which municipality he was with. EM said there are some jurisdictions that are looking at a cost analysis in repetitive loss as to where money is coming in and going out with respect to insurance money. EM mentioned that they have to anticipate insurance rate changes because of repetitive losses which impact the municipalities.

*A short conversation broke out about Upper Augusta’s zoning and permits*
DD said some of the stuff that is coming up in the new mitigation plan will help with structure counts. The data that is in the plan will also include what the loss value will be. KA said that the previous value was understated by about $120 million; Tiffany Kaseman(forward referred to as TK) and DD added that the number represented in the last plan was just the assessed value, that the common level ratio was not applied to it to equate it closer to market value. EM said at this time that he has read that properties are not allowed to be called out for repetitive loss, essentially that public figures cannot disclose that a property had been frequently flooded. TK asked the purpose of making public officials withhold this information; EM’s answer did not make the purpose clear but he said it was a directive that could be found on FEMA’s website. TK asked if this was part of the updates after Biggert Waters. EM began speaking about maps that were discarded and how they related to getting CRS credits. DD said they are available on the FEMA website in the archives.

*A conversation broke out about CRS ratings and maps, as well as the flood insurance.* DD brought the conversation back to emergency management plans and how they should be created at the municipal level and passed on to SJ. DD said some municipalities have created their own but most have piggybacked on the county’s plan. EM said Upper Augusta had started one but they had just decided to fall back on the county plan. DD said that’s why the fact finding packet that was sent out was so important; any and all plans need to be integrated into the county level plan so that response can be coordinated in times of need. SJ said it would be 2011 all over again, and DD said yes unfortunately. DD said he sent Emie an email some numbers that may have been a mistake (not sure what that statement referred to). DD said that there is some data in the charts that needs to be changed because it’s not accurate to the county’s situation. DD and SJ agreed there is a lot of data that needs to be changed because it appears to be generic or erred.

A suggestion was made that portions should be sent to PEMA to review as they are being completed. DD said to check with Emie and see if that can be done. SJ said he is trying to still get someone from PEMA to attend our meetings. DD said just keep offering. EM began to speak of his experience with submissions to PEMA, DD also gave examples. DD said it’s important to get all the data in that they are asking for though because this is what will help to get mitigation funds. EM mentioned a pipeline project in his township, DD asked him to expand on that. EM said it was a $100k project to replace storm water drainage. EM said the mapping that is being requested out of PEMA/FEMA is not cost feasible for such a small municipality. DD said he believes improvement of infrastructure is covered in the plan because of the different responses that they have been receiving.

DD asked if anyone had heard from Emie lately, EW said the last contact was an email where there were four people included and they spoke about public meeting information. DD asked if we had heard anything back about what the agenda for the public meeting is supposed to look like. No one had heard from him, EW said he’d like to start putting the agenda together. LS said we should have something that looks like our Commissioner’s meetings. DD said perhaps the public should be provided an assessment they can fill out and return or a sheet that they can return with comments or questions. DD said provide a deadline for the public to return it so that people aren’t returning them for months after the meetings. TK said the committee could even have the public hand in questions before or during the meeting and then they can be addressed and answered at the end of the meeting. LS mentioned something like the assessment DD had brought up, but this would be more like an evaluation.

SJ asked if there were any other issues to cover. TK and DD mentioned the dates and times again of the public meetings. SJ said that notice was placed on the webpage, Facebook and in newspapers. LS asked how many papers it was advertised in. TK said the county usually advertises in The Standard Journal, The Daily Item and The News Item. SJ said one of the advertisements was wrong. EW said he read the press release but it was not actually printed as it was written. LS said the only invoice she had received so far was the Standard Journal. EW said he received a copy of the errant release and added that to the meeting folder. TK found the News Item article and
was told to add that to the meeting folder as well. At this meeting it was determined by comparing the articles that the Daily Item printed the erred notice.

EW said that at this point 20 municipalities had returned their fact finding packets. Robert Lynn (forward referred to as RL), representing Turbotville Borough at this meeting, asked if EW had received his borough’s information; EW confirmed. EW asked if DD had Milton Borough’s to return at the present meeting. DD said he had returned it via email, but he had a copy with him which was copied and taken by EW.

DD asked RL if there were any large future projects included in their fact finding return. RL said they had mudslides and washed out roads that are scheduled for updating but he isn’t sure if it’s in the plan because the borough considers that normal maintenance. DD said the reason he was asking was because even if they consider this work to be normal maintenance, if it’s not in the plan but becomes a bigger issue in the future then the funds under PEMA may not be allocated for these specific problems. RL explained that some of the problems they have really aren’t worth the paper work. DD mentioned a previous issue that was discussed, a covered bridge in West Chillisquaque. SJ asked if EW had received the fact finding info from Washington Township; EW confirmed. EW also said there were two others that had been returned for bad addresses that he had mailed out again.

*Several unrelated conversations broke out at this time*

The meeting informally came to an end at this time.

**M6 - Sign-In Sheet**

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<tr>
<td>Tiffany Kaseman</td>
<td>Treasurer</td>
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<tr>
<td>Lori Swogger</td>
<td>Finance</td>
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<tr>
<td>Ed Marowski</td>
<td>Upper Augusta Tp.</td>
<td>Vice Chairman</td>
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<tr>
<td>Robert Lynn</td>
<td>Turbotville Borough</td>
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<tr>
<td>Stephen Jeffsinger</td>
<td>Public Safety</td>
<td>Director</td>
</tr>
<tr>
<td>Faith Agee</td>
<td>GIS</td>
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<td>Eric Wendt</td>
<td>IT</td>
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<tr>
<td>Dave Dieter</td>
<td>Milton Borough</td>
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</tbody>
</table>
1. Welcome and Introductions
   a. Planning Team

2. Project Overview
   a. Overview of Hazard Mitigation
   b. Participation - why it’s important to Participate
   c. Meetings Held
      i. Planning committee Meetings
         September 15th 2016 @ 10:00 am
         October 20th 2016 @ 10:00am
         December 14th 2016 @ 10:00am
         January 11th 2017 @ 10:00am
         February 8th 2017 @ 10:00am
         March 8th 2017 @ 10:00am
   d. Future Meetings
      i. Planning committee Meetings
         April 12th 2017 @ 10:00am
      ii. Public Meeting
         March 31st 2017 @ 6:30 (NC Admin Center)

3. Capability Assessment
   a. 38 Surveys sent out
   b. 19 Municipalities returned them
   c. Questions
   d. Extra’s to fill out

4. Risk Assessment
   a. New Risks
      i. New pipeline infrastructure
      ii. Influx in Localities having growing amounts of Chemicals/Fuel/Tanks
      iii. Opioid Epidemic
   b. Discussion

5. Plan Maintenance
   a. Mistakes found
   b. Update process
      i. Maps
      ii. Data
   c. Tentative Timeline

6. Question and Comment Session
**M7 - Publicly Advertised Material**

We advertised this as well as our next 2 meetings at the same time for convenience through Newspaper, Website, Facebook and a mailing that went to each municipality.

![Image of Publicly Advertised Material]

**M7 - Meeting Minutes**

PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE

*This is the first of the advertised public meetings. Agendas and informational handouts were created for the public’s use. It was the committee’s intention to follow the agenda at this meeting and reserve time at the end of its “presentation” for questions or comments. Only one member of the public attended, therefore the meeting was held in an informal manner with the agenda as a guideline.*

Doug Diehl (forward referred to as DD) introduced the committee members to Wayne Bieber (forward referred to as WB), who was attending representing East Chillisquaque Township. Eric Wendt (forward referred to as EW) began to speak of the bullet points on the agenda. He explained that the committee is trying to gather information from municipalities to list within the county plan that would cover various forms of hazard mitigation. He said that information has to be present in the plan if in the future you would be looking for funds or grants from PEMA/FEMA to mitigate a hazard or potential hazard. These meetings are an attempt to make the public aware that there needs to be participation on the municipal level. DD said what we are trying to do is add a little bit of room into the county plan, meaning that we are trying to show that many different issues and areas are being investigated and developed under action plans, not just issues
that have happened in the past. DD also said it gives us a chance to move forward and further explore some of the issues that are only briefly mentioned on this or previous plans. DD said that working within the Community Rating System (forward noted as the CRS) can potentially benefit; the example he used is reduced flood insurance rates. WB brought up the example of being able to be removed from the flood zone by having an elevation plan done on their property and Stephen Jeffery (forward referred to as SJ) mentioned this is a problem in Shamokin after the 2011 flood. DD said the reason we always come back to the floodplain and flooding issues is because that’s the most visible problem we have in Northumberland County. DD did mention other problems that we have been investigating under the plan such as the new pipeline structure, gas lines, fracking and influx of chemical storage tanks. Having a better, more modern plan will help Public Safety to improve their response as well. WB said he’d like to know if there is a protocol in place with PPL that notification is sent when they open the discharge at the reserve in Washingtonville. He has seen localized flooding on the creeks in his township because of this action and he’d like to know ahead of that action so the residents who live along these waterways can be made aware. SJ said that Public Safety doesn’t receive notice but they would check with Montour County to see if they get that type of notice. At this time a train went through and made the recording slightly incoherent but as the noise passed DD asked if train derailment was part of the hazard mitigation plan; EW could not confirm. DD said that this is the kind of conversation that is fruitful for the plan and this is why we need the public’s input. DD said it’s even important to explain that there are future plans and outline them for years to come within the plan.

DD began to talk about the meeting dates that are on the agenda. He explained that we have not only met in person but that we also have had emails and phone calls with regard to this plan update. EW said PEMA typically counties have four public meeting: a “kick off” meeting, a compatibility assessment meeting which covers the fact finding packets that were sent to each municipality, a meeting of about risk assessment and then a final meeting after the plan has been approved. EW said that the compatibility assessment really doesn’t have to be discussed at length at this meeting because WB already turned in the forms but if he did have questions we’d be able to discuss them. As a side note SJ mentioned that he just sent out the paperwork for snow removal, a federal declaration for aid because of Winter Storm Stella. WB said his township did have to do subcontracting for removal. SJ said there was a webinar that explained what the declaration could cover. WB asked if he should be preparing his information to turn into SJ; SJ confirmed.

*A short conversation took place about the recent snow storm*

DD began to talk about how the northern part of the county feels that Northumberland County doesn’t fairly represent them; WB said he agrees and truly believes it’s because of the separation of communication centers for emergency response.

*A short conversation took place about the new radio project and EOC*

WB began talking about the gas pipeline that was put in the ground in his township and expressed his concerns about runoff from the mountain. WB said he actually had to speak with the gas company about his concerns, and had gotten them to help fix a road in that area. DD said that this was good information to bring up because it needs to be explored within the plan, the change in or extra run off that is occurring. DD said we’ll never be able to address everything but it really is important to throw all the scenarios that we can think of into this plan.

DD touched on the bullet point on the agenda of the opioid epidemic. EW said it’s not just the effects on the community but the responders who are put in the dangerous situations to control it as well. SJ said it’s not just the use of drugs, but that they are now being manufactured in homes, cars and even concealed outdoor areas that increase risk for first responders. DD asked if there were any classes given to educate first responders for these situations; SJ confirmed there are some classes that go hand in hand with law enforcement. Tiffany Kaseman (forward referred to as TK) said that assessors are offered classes educating them on how to spot dangerous properties such as “meth labs”. SJ mentioned a state level specialist that offers education. WB also said there was a local training that happened to help first responders identify dangerous properties. DD
asked if that’s a type of training that we should be trying to put together. SJ said responders from around here have been going down to Fort Indiantown Gap for this kind of training.

DD asked for any other input on risk assessment; EW said there’s possibly discussion that could be had about the new bypass but that would probably be easily handled under soil erosion within the plan.

*A short conversation took place about the bypass work that is happening in Snyder County*

SJ began to talk about all the changes along the Susquehanna river that are taking place north of Northumberland County and how eventually they will cause strain on our area because of their enhanced flood measures. DD said we are going to see higher velocities and SJ said in 2011 the river broke only a few inches below the top of the wall. EW mentioned the water was so high it was hitting the bridge between Sunbury and the Island. He said they will have major trouble in the future on the island. SJ mentioned Ed Markowski’s comments from the last meeting about how the water rises fast on the island. SJ also was mentioning what precaution procedures were happening during the 2011 flood. SJ then talked about how the mobile home parks in West Chillisquaque had to be evacuated. WB said he had asked local officials after that event if there was a way to prevent it in the future (rescue measures for people who refused to evacuate the mobile home parks along the river). WB said the answer was that when a destroyed home was removed, no one is allowed to occupy that lot in the future. DD said that can be written into a municipality’s flood plain ordinance; TK mentioned new ordinances for West Chillisquaque that required raising new mobile homes off the ground between ten and fourteen feet. DD said he has seen that people are not removing the mobile homes, they are actually “remodeling” them so they don’t have to move off the lot.

*A conversation began about mobile homes, upkeep and permitting/code issues and the hazards that mobile homes can cause but also the danger they can be in if not properly maintained*

DD brought us back to the agenda by asking EW to explain the mistakes that have been found throughout the previous plan. EW said there’s many examples of the company that prepared the previous plan just putting data in the plan for the sake of filling the plan. Many labels, charts and links have no relevance to Northumberland County data. EW said that Keith Ayers have been working on damage assessment values from flood zone and improving them. EW said they visited Columbia County to review their plan and he mentioned they do not use HAZUS data, they took their own current data and used it for the plan. DD asked what the major problem was that Keith found, TK said that the last plan used straight assessed value which is from 1972. TK said to get market value you have to apply a factor, and it was off considerably. SJ said this whole plan is a disaster, he said when they first looked at the plan he assumed nothing would change but then errors were discovered by many people.

*A short conversation took place about the county’s base year for its assessed values*

DD said that many people on the committee have been working to take out the errors and put in the accurate data in time for the first draft to be submitted. WB asked how much of the data that was submitted from five years ago is being used; EW said that the company that did the last plan did not provide the original data that was gathered. EW and DD said now the committee is using the plan as a skeleton but they are starting from scratch. Committee members also have been looking at other recently approved plans for ideas of what PEMA has been looking for in our plan. WB asked if this time the plan is being done in house; DD confirmed. DD mentioned how the plan did not list critical facilities accurately, but that is an area that is being fixed this time around. EW said when they looked at the number of critical facilities it was nowhere near where it should be, the value was seriously underrepresented. SJ mentioned how the wildfire data was not listed accurately. DD brought everyone’s attention to the last item, the timeline. EW said we are short on time but that PEMA suggested we have the plan 70-80% done by May 1 because PEMA will rip this plan apart regardless but at least we will have something substantial to submit and still be able to work on areas moving forward as well as making changes they require. TK said that EW is also trying to
build a databank so that in the future we don’t lose the work that is being done this time. It was 
mentioned at the previous meeting to ask Ernie if the committee could start submitting completed 
sections of the plan; EW said that PEMA is not going to take partial submissions. EW said they have 
not asked for an extension as of this date. DD gave examples of how the plan ends up being 
reviewed, and that sending portions instead of the whole plan would just complicate the process. 
DD asked if PEMA was still being invited to the meetings; SJ said it’s been an open invitation. DD 
said PEMA should be notified every time we have a meeting; SJ said he has not been doing that, 
he made them aware of the dates during the kickoff. DD said they still need to be notified every 
single time there is a meeting because when they start tearing the report apart the committee 
can at least question why PEMA did not take part in the planning and development process when 
they were invited to all these meetings. SJ said he’s been trying to get several other people (names 
mentioned were not recognized) but without any success. DD said that SJ should be asking Emie 
who the exact contact is that needs to be invited to these meetings and send them a message 
directly, and in that same message ask about an extension. 
DD said we need to ask for an extension now because if they answer now that it’s not possible, 
the committee at least knows what data is vital to get submitted. DD said SJ was right that we 
should have been able to look at this in the beginning and be able to rely on the data because 
it was a plan accepted by PEMA but in the end they approved a plan with major errors and tell 
them that is the reason we need an extension. EW said the last time they had a conference call 
with PEMA/FEMA they seemed shocked that the county was doing the new plan completely in 
house but at that time they offered any assistance that they could. WB asked if any of the 
municipalities were given a copy from Delta of the data they were given last time because he 
remembers there were many more pages to fill out last time. EW said this time he went through 
the fact finding packet and reduced it to what he felt was essential; he did not want to overwhelm 
the people filling it out which may have resulted in the municipalities not filling it out at all. EW went 
over the forms really quickly to show where he cut out unnecessary areas. EW said this is the part 
that is from scratch because none of the information was archived and it was not put into the 
plan the way the municipalities had originally answered. EW also explained his methods for 
archiving it this time. WB said he remembers it was sent via email last time and EW said it was also 
available to be submitted online so it was highly unlikely that anyone had kept or received a copy. 
*A short conversation took place about office staffing in the county and in municipalities* 
SJ said this plan revision should have started the day after the current plan was signed. SJ said the 
previous planning director told him there was no money to get a company to review the plan, then 
said a year went by and he asked the county commissioners when they were going to get 
on top of reviewing the plan. SJ said he commissioners said there was no money to do that, the 
he said he found a grant was available for review work. He said the commissioners told him to 
write the grant, but he said he couldn’t because he didn’t have the information needed. He then 
said before you know it the one year deadline had arrived. SJ said the bosses down there (not 
sure who he is referencing) said well you need to get it done, but he said he was not sure how it 
was supposed to be started or run and the only person still here that would have any information 
would be EW. SJ said he then talked to Emie about contacting local universities to have someone 
come in to help write the new plan, but after so long Emie’s suggestion was to just build a team 
here. SJ said his first contact was to DD, and DD agreed to help because it’s a requirement from 
the state to have this complete. SJ said when the state has to be called for help, their first reaction 
is “what does your plan say?” EW said of the municipalities that have responded thus far, about 
half have replied no when asked if they have an established emergency plan. SJ said a template 
was hand delivered last year to each municipality so that the information could be update with 
Public Safety. 
*A conversation started about local officials and how they have changed* 
The meeting informally ended at this point.
**APPENDIX A**

**M7 - Sign-In Sheet**

**NORTHUMBERLAND COUNTY**

**HAZARD MITIGATION**

**PLANNING COMMITTEE**

**MEETING DATE: March 23, 2017**

<table>
<thead>
<tr>
<th>PRINT NAME</th>
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<tbody>
<tr>
<td>1. Tiffany Kaseman</td>
<td>Assessor</td>
<td></td>
</tr>
<tr>
<td>2. Stephen Lifling</td>
<td>Public Safety NC</td>
<td>Director</td>
</tr>
<tr>
<td>3. Eric Wendt</td>
<td>NC INFO SERVICES</td>
<td></td>
</tr>
<tr>
<td>4. Don Diene</td>
<td>Milton Boro</td>
<td>Case Enf.</td>
</tr>
<tr>
<td>5. Waymond Biller</td>
<td>East Chillicothe Twp</td>
<td>Supervisor</td>
</tr>
</tbody>
</table>
1. Welcome and Introductions
   a. Planning Team

2. Project Overview
   a. Overview of Hazard Mitigation
   b. Participation - why it’s important to Participate
   c. Meetings Held
      i. Planning committee Meetings
         September 15th 2016 @ 10:00 am
         October 20th 2016 @ 10:00am
         December 14th 2016 @ 10:00am
         January 11th 2017 @ 10:00am
         February 8th 2017 @ 10:00am
         March 8th 2017 @ 10:00am
   d. Future Meetings
      i. Planning committee Meetings
         April 12th 2017 @ 10:00am
      ii. Public Meeting
         March 31st 2017 @ 6:30 (NC Admin Center)

3. Capability Assessment
   a. 38 Surveys sent out
   b. 19 Municipalities returned them
   c. Questions
   d. Extra’s to fill out

4. Risk Assessment
   a. New Risks
      i. New pipeline infrastructure
      ii. Influx in Localities having growing amounts of Chemicals/Fuel/Tanks
      iii. Opioid Epidemic
   b. Discussion

5. Plan Maintenance
   a. Mistakes found
   b. Update process
      i. Maps
      ii. Data
   c. Tentative Timeline

6. Question and Comment Session
M8 - Publicly Advertised Material

We advertised this as well as our next meeting at the same time for convenience through Newspaper, Website, Facebook and a mailing that went to each municipality.

M8 - Meeting Minutes

PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE

*This is the second of the advertised public meetings. Agendas and informational handouts were created for the public’s use. It was the committee’s intention to follow the agenda at this meeting and reserve time at the end of its “presentation” for questions or comments. There were no members of the public in attendance, therefore the meeting was held in an informal manner without following the agenda.*

Keith Ayers (forward referred to as KA) asked the present planning team members to make a commitment to begin editing the revised version of the plan. Chuck Hopta and Doug Diehl asked specific questions about what portions of the plan were already edited and how accessible are these sections so that members can jump in and begin work. Tiffany Kaseman asked is the plan if it seems to be easy to write these sections, KA said it’s not entirely technical so there are sections that could easily be written to suit our County’s characteristics. KA said he can keep up with any member’s questions by email or phone call. Chuck, Doug and Tiffany made verbal commitment to begin review and edit of the plan revision. Eric Wendt and KA began talking what work they have been wrapping up, calling specific attention to critical facilities. The meeting was brief and ended informally.
### NORTHUMBERLAND COUNTY

#### HAZARD MITIGATION

#### PLANNING COMMITTEE

**MEETING DATE:** March 30, 2017

<table>
<thead>
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<tbody>
<tr>
<td>1. Dave Diehr</td>
<td>Poconos Milton PA NC</td>
<td>Case Engr.</td>
</tr>
<tr>
<td>2. Eric Wendt</td>
<td>NC</td>
<td>IT</td>
</tr>
<tr>
<td>3. Stephen Laflay</td>
<td>North'ld Co DPS</td>
<td>Director</td>
</tr>
<tr>
<td>4. Tiffany Rosenberg</td>
<td>Assessors</td>
<td></td>
</tr>
<tr>
<td>5. Chuck Nye</td>
<td>Engineer - North'ld Co</td>
<td>Engr</td>
</tr>
<tr>
<td>6. Keith Ayers</td>
<td>NC GIS</td>
<td>GIS</td>
</tr>
</tbody>
</table>
This meeting was advertised publicly even though it was intended to be a planning committee meeting only. We did also extend an invitation to FEMA and PEMA to attend to make sure our process was meeting their current standards and recommendations. FEMA was in attendance and helped to clarify some of the questions we had and also gave some sound advice as to the details of the plan as well.

M9 - Publicly Advertised Material

We advertised this meeting through Newspaper, Website, Facebook and a mailing.
adding these into the plan is to establish a pattern. EW asked if we are required to go back and look at all recorded incidents in the County if they were omitted, MR said don’t worry about it unless it was a major event that shaped the way our communities moved forward. EW and MR agreed that detailed inventory of disasters is scant prior to the 1990’s. MR said they are looking for a sound analysis of what happened before, what we think is coming ahead, and our ability to deal with it.

EW gave an update to those in attendance; the original document is not user friendly, so team members are creating a new document to clean up formatting. EW gave the group samples to look at and reminded the group that although the plan is in sections right now, we will assemble is later. EW also explained the update process for maps and tables.

Keith Ayers (forward referred to as KA) explained to the group that it was decided a few weeks prior that we would have to begin a new plan in our own fashion. MR said they have seen in the past that plans are inflated for the sake of looking bigger without any need for the additional context, but she agreed with the teams plan to enhance the maps and tables because visually that is what the public likes to see represented. KA said we have been merging redundant data, EW said that’s what they are also doing with the tables. EW said he waits for Tiffany Kaseman (forward referred to as TK) to make edits to the actual text, then goes back through the completed section to add in “graphics”. MR asked specifically about the data, she said she often sees in 2017 plans that they have stopped gathering data in 2015. MR wanted to know if we are covering 2016 as well. Doug Diehl (forward referred to as DD) said yes, we are incorporating information from PEMA and CRS. KA said we just added the 2017 blizzard data. DD said the complete over haul is due to the inaccurate data we found from the last plan.

EW said we had a tentative deadline of May 1 but that the work is too aggressive to meet that deadline. EW asked MR if she could suggest a realistic due date; MR said in the regulations there is not specific timeline but that it will be submitted to the State first and then it will move on to FEMA, unless the State returns it to the County with major changes. But once it is with FEMA, they have 45 days to review it. MR said they have never gone past 45 days; MR said if the State gets it to her by September 1, then that would allow for enough time. MR asked if the team could get it to the State by July that should also allow for this timeline to move quickly and smoothly. EW said that was what he and KA were going to ask for as the tentative due date.

EW asked members present to try to contact municipalities that have provided no response, which prompted Chuck Hopta (forward referred to as CH) to ask MR how much of an effort we must put forth to get these municipalities to participate. MR said because we are doing this at a County level, try the best we can; those municipalities that do not participate will not be able to look for aid later. CH said that the problem areas are our smaller rural municipalities, MR said they can miss out on grant money to which CH said they don’t even know about grant money, nor do they usually care.

*Overlapping conversations took place at this time*

DD and KA let MR know that we have been reviewing other county plans to see what we may be missing. KA told MR we are not using the HAZUS tools. MR said using the HAZUS census blocks would misrepresent such a rural county like ours and said our plan is a better representation. MR asked if we are doing the same work that Columbia County did, KA said we are using that plan to help our framework and help with data sources. MR said FEMA is looking for an analysis of potential losses and that they are looking for the most up to date listing of critical facilities. MR said FEMA is also looking for debris and asked if we are able to calculate what we think debris might be; she
said it’s not mandatory to list but that it’s the first thing you have to pay for in these events. MR said as long as we explain in the plan how we came up with a number, it will be sufficient representation.

MR said for the future, because we have a GIS specialist, we might want to think about doing some user identified HAZUS runs. She asked if we have any footprint data, KA said we have 2016 data available. MR suggested doing some training for HAZUS.

KA asked how important the appendix is; MR said the appendix should contain all sources, documentation of meetings (sign-in, minutes, and agendas), NFIP data, repetitive loss and severe repetitive loss. *An explanation of CRS happened at this time*

MR next asked about plan integration, she said she saw in section 2 that there was a plan from 2005 that would be coming up for renewal and are we in the midst of updating that. No one is aware of whether it is being updated because Planning was not present. MR said FEMA likes to see it mentioned that this plan can be integrated into other plans, even if it’s just a basic table showing other plans and their status. MR gave examples of where plans may get integrated and possibly how, she said this was not a requirement during the last plan process. KA asked CH if he knows whether there are other plans that exist on the County level. CH said he isn’t aware of any economic plans and that we don’t own any bridges or roads so he knows there isn’t a transportation plan. He also said he is not aware of any local municipalities having full blown plans. MR said just be sure to look for opportunities to offer this plan to integrate. DD asked if it would be advantageous to call out problematic areas so that they can be easily referenced, MR said that would make it super easy for others to integrate this plan. MR said identify roads within the hazards to make it easier. *A few independent conversations broke out at this time*

MR asked if we were familiar with the local review plan tool because it’s the checklist she will be using against our plan. This form must be filled out and submitted along with the plan to be reviewed because FEMA will send the approval letter to the municipalities on proof of adoption based on that list. MR also said they have a template for the executive summary, it’s available to help create the synopsis that you would send to elected officials or the press instead of the full blown plan. MR said call out the transportation concerns in the executive summary as well.

EW asked if they prefer to see the appendix or if we can provide data directly in the plan. MR said putting work directly in the plan is better, but they don’t want to see minutes or sign-in sheets directly in the plan, so keep that in the appendix. MR wanted to know if we contacted any of our neighboring counties, EW said that he and KA talked to Columbia County. Steve Jeffrey (forward referred to as SJ) said that Union and Snyder Counties were invited to the kick off meeting but they did not send anyone. MR said FEMA is working toward getting working relationships between “neighbors” so we need to keep inviting our neighboring counties. MR also wanted to know if we had any input from local businesses or our school districts, DD said they know what we are doing but they aren’t interested in the process or providing input. SJ and CH said there were a variety of attendees for the first meeting, such as businesses and schools, but nothing since.

MR asked what our plans were for posting the draft, EW said we continue to post updated copies online. CH asked if posting online is sufficient, MR said provided that it’s advertised where it can be accessed then posting it online is sufficient. MR said any vehicle you can use, do it, and just make sure we put in the plan how and when we made the plan available. DD said we are on board for using social media if need be. EW said we utilize the county’s public websites as well. MR said provide an opportunity for feedback.
MR asked if we are including pictures in the plan, EW said as much as we can. MR said make sure that they are included because that draws more people to be involved in reviewing the plan. When the group began to talk about pictures, and flooding, EW said that there should be measurements on local areas known to flood so that people have a tangible idea of what’s happening. MR asked if the county has high water marks posted, everyone made reference to Knoebels’ high water marks. *many independent conversations broke out about driving through flood water*

MR asked if we are profiling the same hazards as were done in the last plan, CH said yes, and DD and KA said they have actually added hazards. KA asked if we have to include all the hazards from the last plan, MR said the rule is if you don’t profile the same hazards then you must explain why. *The group discussed local hazards*

Members asked MR if we are heading in the right direction, she said she would rather see a plan built buy the community as opposed to a consultant. The group told MR the reason for doing this at the county level was because of a lack of funds to hire or match through grants, and that the previous company did not leave the county with any original data.

MR said it’s a requirement that the plan be reviewed once a year and after disasters. Updates should be sent to PEMA and FEMA, including how, what and when the updates are as well as who worked on it. MR said this can also help in getting the team trained in the future.

EW said on our local review we are slimming down the redundant material which prompted MR to ask if we had reviewed our actions yet. EW said we’ve looked through them but they are all very general and the actions are weak and unsupported. MR said every hazard that is profiled has to have any action along with it, and every community should have one action assigned to it. MR said figure out a matrix and what works for each community, but what she will be looking for is acquisition, elevation or mitigation/reconstruction for flood prone properties. MR said mitigation/reconstruction is a new allowable program for structures that can’t be moved or elevated that will allow for the structure to have the demolition and reconstruction on the original site paid for, provided it’s not in a flood way.

MR said they would like to see an updated table of our municipalities and who is participating in the NFIP. *DD and MR discussed data they were viewing on his tablet*

MR said it’s ok to send sections for review so that we can understand if we heading in the right direction as we continue to develop the plan. EW said we can send sections 1 through 3, and that would help the team.

The team made a review of deadlines and MR thanked the team for the invite.
### APPENDIX A

**M9 - Sign-In Sheet**

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<tbody>
<tr>
<td>Keith Ayers</td>
<td>NC GIS</td>
<td>GIS</td>
</tr>
<tr>
<td>Tiffany Kaseman</td>
<td>Assessors</td>
<td>Chief Assessor</td>
</tr>
<tr>
<td>Lori Sneeden</td>
<td>Finance</td>
<td>Sr. Finance Manager</td>
</tr>
<tr>
<td>Chuck Hooks</td>
<td>Engineer</td>
<td>Engineer</td>
</tr>
<tr>
<td>Stephen Johnson</td>
<td>Emergency Management</td>
<td>Director</td>
</tr>
<tr>
<td>Dan Diehl</td>
<td>Bureau of Meteor</td>
<td>B&amp;J Contractor</td>
</tr>
<tr>
<td>Marvi Radford</td>
<td>FEMA R3.</td>
<td>Community Planning Lead</td>
</tr>
<tr>
<td>Eric Wendt</td>
<td>NCC Co IT</td>
<td>Assistant Director</td>
</tr>
</tbody>
</table>
M10 - Planning Committee Meeting with Stakeholders

This meeting was held as an informational meeting to discuss where we were in the update process and allow some of the municipalities who have not been able to attend previous meeting to participate in the planning process.

M10 - Meeting Minutes

PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE

*This is a meeting specifically to review the teams work thus far and a chance for any “straggler” municipalities to provide input*

Tiffany Kaseman (forward referred to as TK) asked Eric Wendt (forward referred to as EW) how up to date the numbers are for the presidential declarations are in the plan. EW said he copied the old table but that Steve Jeffrey (forward referred to as SJ) made updates prior to him copying the table.

EW let the team know that the first three sections were submitted and PEMA/FEMA sent back their comments. EW is working on making the appendix for each of the meetings. The team has originally put this data directly into the plan as screenshots, but they will not be fully listed in the appendix. EW said section 1 and 2 are complete, although there is a small section of 2 that needs to be enhanced per FEMA’s recommendations. EW is also going through section 3 now and that will be complete relatively soon. Lori Smoogen (forward referred to as LS) asked EW if he has to recreate the agendas, he said he will be pulling info from the minutes and sign-ins to provide information.

EW said FEMA wants to see information about impacts to local roadways and that will have to be added somewhere in section 2-2. Also there is a need to add detail specifically what kinds of hazards are happening (ex. hazmat vs. winter storm). EW said he currently has a question out to FEMA about the mandatory requirement of including neighboring counties in this process. EW said he doesn’t remember ever being invited to work with any other county that surrounds ours when they were developing or updating their HMP. Steve Jeffrey (forward referred to as SJ) said he remembers Columbia County inviting Northumberland County to their kick off meeting. EW is asking for input on how we should be inviting our neighbors; do we make an independent effort or should we publicly advertise? SJ said he remembers receiving notice directly from Columbia County and recalls an invite from Dauphin County as well. EW made the decision that we will try to connect directly with the entities in neighboring counties that we work closely with to get them involved in the final stages and in future plan updates. Chuck Hopta (forward referred to as CH) said when we do contact those counties, let them know we would like to see how they might have us involved in their HMP. CH said that would be helpful to add to our plan.

EW asked SJ if he has a list of what municipalities actually adopted the last plan; SJ said not many and LS said she has the “stuff” that was sent to them, but there was no concrete answer if there is a list. EW said he added to the plan that only 8 adopted it last time, but LS said she has a scanned copy of resolutions sent back to us.
EW said FEMA changed their requirements of where data needs to be posted; EW gave an example of plan integration being moved from section 3 to section 5.

EW also said FEMA wants a specific action plan for our diversity of language spoken in the county. The plan needs to have detailed action plans for reaching non-English speaking populations in the event of an emergency. EW said FEMA also wants the plan to acknowledge there are specific communities that need to have notification needs met because of the community not using electronic media methods (ex. smartphones, computers, email). Consider hardcopy letters, television, radio, or other print methods. CH and EW mentioned “shout out” phone call systems, EW asked SJ if that is a capability in Swift. Multiple members discussed a dedicated call list for municipalities and that we contact the municipalities about this effort to build the list. Keith Ayers (forward referred to as KA) said he was hoping to have an explanation of enhanced services that are part of the 911 communication system update added into section 2.

*At this point a few independent conversations broke out*

EW made a quick review of the last 22 minutes for Doug Diehl (forward referred to as DD) who arrived late. CH asked DD if Milton Borough had ever received an invitation from neighboring counties or boroughs to take part in their HMP process; DD said no.

*At this point a few independent conversations broke out*

EW said we have to discuss the last public meetings we need to schedule. EW scheduled a meeting for June 7 at 10am and then for June 21 at 7pm. DD said according to PEMA’s schedule, we are about 5 months out from our deadline. EW and DD were discussing which sections DD can review, TK said that section 4 will take an exceptional amount of work. DD said he is comparing mitigation actions between our plan and Columbia County because FEMA wants specific municipalities tagged for mitigation or hazards. EW said not a single municipality filled in anything for actions.

Members all explained what portions they are working in. TK asked if any members has made edits to their specific hazards they were reviewing, pass them along to her so she can use their version instead of the old language.

At this time SJ said that George Geise (forward referred to as GG) from Point Township was on his way to the meeting. DD said the Point Township is one of the larger missing pieces because they have large recreation areas in the flood plain. DD said that has to be made throughout the plan that we need to call attention to these places and make it mandatory for those municipalities to get involved in hazard mitigation, specifically actions to detail. DD asked for any input from the team members on recreation areas that are in the flood plain.

Multiple members began to talk about RV parks and areas prone to flash flooding, these need to be called out in the plan.

At this time GG arrived, DD began to explain what the team has been doing and what we would need from him. DD began to give examples of actions plans that GG cold relate to for his township. EW took notes of data that GG was providing specific to habitual flooding. DD asked GG if there were any future projects they were looking at in Kapp Heights and on Cannery Road, GG said there are a few thanks to the Growing Greener program. DD also asked about whether Point Township is affected by the gas pipeline project, GG said yes. DD asked EW if
there were any areas in question that we would need to review with GG, EW said no we covered what was needed.

DD and EW reviewed that the final draft would be submitted for review on July 1. DD also said the next meetings are June 7 and June 21. GG asked if there was anything that he would need to bring to the next meeting. DD said anything that pertains to their action plans in reference to hazards would be helpful.

*At this point, multiple redundant conversations happened about the gas lines in the county. The meeting ended informally*

**M10 - Sign-In Sheet**

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</thead>
<tbody>
<tr>
<td>1. Eric Wendt</td>
<td>NC IT</td>
<td>IT</td>
</tr>
<tr>
<td>2. Keith Ayers</td>
<td>GIS Northumberland County</td>
<td>GIS</td>
</tr>
<tr>
<td>3. Tiffany Kerwin</td>
<td>Assessors</td>
<td></td>
</tr>
<tr>
<td>4. Lori Spengen</td>
<td>Finance</td>
<td></td>
</tr>
<tr>
<td>5. Stephen LaFroy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Chuck Kapp</td>
<td>County Engineer</td>
<td>Engine</td>
</tr>
<tr>
<td>7. Amy Olli</td>
<td>Fire &amp; Rescue</td>
<td>CodeEnforcementManager</td>
</tr>
<tr>
<td>8. George Geiser</td>
<td>Part Two</td>
<td>EmC / Supervisor</td>
</tr>
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**M11 - Planning Committee Meeting with Surrounding Counties**

This meeting was held as an informational meeting to discuss where we were in the update process. We also invited our peers in our neighboring counties to attend and give us some feedback/input on our plan as well as some insight on the struggles they had seen with theirs. In our discussions we found some opportunities to work together and collaborate on some training and public awareness in the future.

**M11 - Advertised Material**

This email was sent out to the folk in our neighboring counties that either we work with on a daily basis, or we know have worked on the Hazard Mitigation Plan in their County. This included EMA, 911, GIS and Planning personnel.

From: Wendt, Eric  
Sent: Tuesday, May 23, 2017 3:40 PM  
Subject: HMP invite

Hello All,

I wanted to take a minute and touch base with you on behalf of our Hazard Mitigation Planning team. As you all know, it is a requirement of FEMA that we reach out to our surrounding Counties and our Peers to get a comprehensive review of our Hazard Mitigation Plan. We are holding a Planning meeting on June 7th at the Northumberland County Administration Center (399 Stadium Drive, Sunbury Pa 17801) @ 10:00 am in the conference room/public meeting room. I would like to extend an invitation to you to join us at our planning meeting to get your input or views on how our plan can integrate with the plans that you are currently working on or using.

If you cannot join us at the meeting on June 7th, we will be posting completed sections of the plan at the following website for review http://publicsafety.norriycopa.net/index.php/ema/hazard-mitigation. If you wouldn’t mind taking a few minutes to read through the sections and offer any insights you might have, please feel free to send them to us at hazardplan@norriycopa.net.

**M11 - Meeting Minutes**

PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE

*This is a meeting specifically to review the teams work thus far and a chance for any “straggler” municipalities to provide input*

Eric Wendt (forward referred to as EW) sent a copy around of the press release for the last public meeting to all members interested to view. EW gave an update where we are with editing, he gave a review where the sections are at the moment. Chuck Hopta (forward referred to as CH) asked if we were checking to make sure the same data is in the plan as before, as far as graphics (tables & charts). EW said yes everything is included as before. EW said that Keith Ayers (forward noted as KA) is specifically updating the maps. EW said he still wanted to get with CH to make sure the data is as close to 100% as possible.

EW said the biggest problem was that Delta did the plan previously and now we are doing it on our own without any supporting data from the previous plan. Fran McJunkin (forward referred to as FM) from Lycoming County GIS commented that Delta did their plan as well and they know what we are up against. EW gave a brief description of those troubles to the group. FM wanted to ask follow up questions about doing the plan on our own:
- Did the team find anything interesting? The group gave answers of all the errors that were
  being found with the data we had to work with. FM said that was a struggle for Lycoming
  because they saw the county differently as the company handling the plan update.
- From the previous results, did the team see anything different than what would have been
  expected? The group expressed the misrepresentation of county data was their biggest
  concern.
- What is County’s number on hazard? KA said flooding is our worst hazard. FM said they
  have the same, although they did want to explore other hazards with more depth.
- She heard the team talking about opioids, will that be included in the plan? EW said yes it
  is being pulled out of criminal activity because it’s a growing epidemic for the County. FM
  said they are making it a stand-alone section of their comprehensive plan. EW said our
  section will be semi-brief because it’s an introductory addition to the plan. FM said they
  ran into opioid data as they were investigating the impact of the Marcellus shale industry.
  Tiffany Kaseman (forward referred to as TK) said we are striking at the same time the
  Commonwealth does, but we don’t have enough data for the entire county to make this
  a detailed section. But because there is a growing desire to educate the public from many
  other sources, the team felt it needs attention in the plan.

TK asked at this time for the purpose of needing to reach out to our neighboring counties, as far
as PEMA/FEMA making it a requirement. EW said PEMA/FEMA wants to see that we are working to
keep neighbors informed about our plan and to learn where we may fit in theirs.

At this time Dough Diehl (forward referred to as DD) arrived and provided all in attendance with
a copy of the work he had completed for section 6. He began to review what all the pages were.
He said that this data was his interpretation of what should be removed from the 2012 data, what
should stay for 2017 and what needs to be added for the 2017 plan update. He also said he was
taking leads from PEMA as far as how to make the data meet their requirements. DD make an
actual review of all the data as the group followed along. *Slight discussions took place on the
items DD was reviewing, but only in the capacity of housekeeping*

FM mentioned at this time that UGI was in her office the day before looking for all of their properties
that are located in the flood plain, which they are planning to map this data themselves so they
can enhance their plans. DD said he has conversations each year with utilities in Milton Borough
and how they are prepared for flood issues. KA asked if UGI was going to share information with
the county, FM said she didn’t believe that was their intention. *At this point a few independent
conversations broke out*

FM asked if we have a plan to get one municipality right off the bat to sign the approved plan;
DD said he plans to get Milton Borough to sign immediately. FM said that Lycoming County is
considering looking to have hot links to the planning areas available via the internet or social
media to make public interaction easier. *At this point a few independent conversations broke out*

FM began to speak of their experience with updating the County’s comprehensive plan, she said
that their levee management was not under flooding but under economic development because
the levee protects 40% of Williamsport’s commercial and industrial properties. DD asked CH if
Sunbury is having problems getting recertification of the levee, CH said they are still trying to find
funding to complete the entire modification but at this time the northern part is done. *At this point
a few independent conversations broke out*
Josh Schnitzlein (forward referred to as JS), the Lycoming County Hazard Planner, began to ask questions about the objectives handout that DD provided. He wanted to know who would be championing the education objective. DD said these objectives will correlate to the action items. FM shared Lycoming’s experience that the county commissioners would not allow the county to have a Facebook page, which resulted in members of the public to develop their own but it was not monitored or regulated. Lori Smoogen (forward noted as LS) said that public safety does have a Facebook page and that it is updated frequently and regulated, as far as content. *At this point a few independent conversations broke out*

JS continued to ask questions specific to the objectives and actions, specifically obtaining properties to relocate or demolish in floodplains. DD said the main purpose of the actions are for flood proofing. DD said SEDA-COG has plans to work with some municipalities to mitigate properties in repetitive claim areas. JS asked about goal 4 and related to HAZUS modeling, do we have anything tied into our GIS. DD mentioned that we have flood plains but that we don’t have dam profiles. KA, DD and JM all mentioned data about the Stevenson Dam. JS asked who the entity is that primarily seeks the funding for these projects. EW said we have a grants manager but that there’s a possibility the public safety may do that. JS pointed to the action item about increasing communication between county departments, he said that is something they are trying to improve in Lycoming County as well. JS also asked if the department of public safety has any annual or more often recurring training opportunities with respect to response. Jason Zimmerman (forward referred to as JZ) said yes there is training. JS asked if there is any training or summit for municipal leaders that involves FEMA and NFIP. No one had knowledge, DD said that’s definitely in the action items. FM said this is an area that we may be able to set up regionally, multi-jurisdictional training. FM gave examples of meetings she had held in the past with the help of SEDA-COG. Many members agreed that creating a regional education partnership would be worthwhile for our plans and future updates. JS and FM brought up the Silver Jackets as an example of regionalized task forces. FM gave a brief description of the Silver Jackets, but mentioned that they don’t usually involve local municipalities. DD mentioned there was an action item to improve communication with local officials.

After exploring more of the action items, JS mentioned the PHARE funds that Lycoming County was able to use. FM said they were lucky to be able to apply to PHFA for funds, but she also mentioned more of about the PHARE program. TK told the group that it is Act 105 of 2010.

JS said that they are currently working with the US Army Corp doing a study to identify other non-structural means of preventing flooding, but that he liked that the plan has a similar action item. FM took the time at this point to explain how JS became the county’s full time hazard planner. *FM gave a brief explanation of some of her findings about claims amounts for local flood areas*.

JS asked if the county gets a planning intern to do any work, CH said no. DD said we aren’t aware of what we would need to do to get an intern. Nicholas Comell (forward referred to as NC) said he can answer questions, at this point FM pointed out that he is their current intern from Bloomsburg University. LS said there was talk of getting an intern, TK said that planning does have one. JS said that having a website is important but that an intern can definitely help to develop the add-ins that are needed per our action items. TK mentioned that planning is currently using their intern to get pictures and enhance their literature. FM said we could certainly ask any of the surrounding schools for internships that would be able to help with the type of data we are using. NC said that in his disciplinary training, students are required to have a full time summer internship but they are hard to come by in this area. He said that he lives in Bloomsburg but is commuting to Williamsport because that is as close as he could find. KA said it would be nice to have an intern.
but at the moment he doesn’t have the time to train the intern on their tasks so that individual can work alone. At this point FM explained work flow in Lycoming County is structured. EW said the licensing is an issue as well because the county does not have an ELA; DD said this is along the lines of one of the action items where we are trying to get at least every municipality some kind of equipment, if they don’t already have it, to aid the municipality in communicating with the county and using county resources. DD said we want to help but we can’t find a way to force the municipalities to participate.

JS asked if the county has a stream gauge website for the public; DD said he only has something for Milton Borough, but nothing county wide. EW said there is a link to the NOAH site on the public safety page. FM mentioned that their approach is different because flooding affects them differently because of how the West Branch crosses the county. FM gave an example of how much the public relied on county resources during the last major flood. NC mentioned what kind of work the interns do, which they actually have real projects from local counties that they work on. He also said that they don’t have to be on site with the county if there is a problem with licensing because the school has licenses and programs that the students can use to aid their internship.

DD said he is finding there are two key goals from this meeting he will need help from the team to complete: who are the lead agencies for each of the action items and need team members to key into the schedule with data about whether or not actions are already being completed, what years they began and how long they may take. DD said he’d even love to get feedback from Lycoming County if they felt they could contribute in a way that we already hadn’t. EW said he would take a look at the handouts and get comments back as soon as he can.

FM asked if there was any significant public input; EW had to relay that there was only one municipality who showed up for a public meeting but that there were only about half the municipalities who responded to the survey.

*At this point, multiple redundant conversations happened. The meeting ended informally*
Northumberland County All-Hazard Mitigation Plan Public Meeting
Wednesday, June 21, 2017 @ 7:00pm

AGENDA

1. Welcome and Introductions
   a. Planning Team

2. Project Overview
   a. Brief Overview of Hazard Mitigation
   b. Work Completed to Date

3. Previous Meetings
   a. Planning Committee Meetings (All meetings held at 10:00am)
      |                          |                          |
      | September 9, 2016        | March 8, 2017            |
      | October 20, 2016         | April 12, 2017           |
      | December 14, 2016        | May 10, 2017             |
      | January 11, 2017         | June 7, 2017             |
      | February 8, 2017         |                          |
   
   b. Public Input Meetings
      March 23, 2017 – 6:30pm
      March 30, 2017 – 6:30pm

4. Action Items
   a. Review
   b. Discussion

5. Question and Comment Session
**M12 - Publicly Advertised Material**

We advertised this as well as our next meeting at the same time for convenience through Newspaper, Website, Facebook and a mailing that went to each municipality.

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**M12 - Meeting Minutes**

**PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE**

*This is the final public meeting of this update process*

Eric Wendt (forward referred to as EW) began the meeting by welcoming all present who were not part of the planning team. EW gave a brief introduction of the planning team members present and gave a brief description of what the team has been doing with the existing Hazard Mitigation Plan. EW also reviewed the previous meetings (dates and times) and when the plan will be submitted for two step review from PEMA and FEMA.

EW review briefly what the handouts were for the meeting. At this time he asked Doug Diehl (forward referred to as DD) to review the handouts instead because DD had been working on the action items. DD began to make a review of the actions items. The following minutes will highlight the actions that produced discussions the yielded potential changes to our action items:

Action # 16 – Identify potential location to construct levees or floodwalls to protect communities subject to flooding (...); George Geise (forward referred to as GG) suggested adding into this item or possibly make it its own item to improve or expanding existing structures as well (i.e. the wall in Sunbury).
*At this time another member of the public came in and a few independent conversations broke out*

#47 and 50 – Require municipalities to create and adopt an EOP, provide it to Public safety, and also require building permits in the 1% annual chance floodplain; GG asked if the county would want a copy of the flood plain or development ordinances from municipalities. Steve Jeffery said it wouldn’t hurt because we do get stray phone calls about this information. GG thought maybe it would be helpful to share with PEMA or FEMA. DD said we could discuss finding a “librarian” to collect and store a copy for the county to include with the county level EOP or HMP. DD said it would be good to have for at least the list of contacts that the County would have to contact prior to, during or after a hazardous event.

No other action items reviewed produced discussions that the team needed to use for further development.

At this time EW asked if anyone present had any other unanswered questions; a member of the public asked if the 2012 plan was available to compare to the handouts given at the meeting. DD actually reviewed the handout to show that each of the items is the original from 2012 and notes whether they are updated or the same, then there are action items that say new.

DD made a plea to members present to help the team by spreading the word that this hazard plan is intent on exhibiting inclusion; municipalities, media, or even the public have a vested interest in hazard mitigation.

*At this point, multiple redundant conversations happened. The meeting ended informally*

**M12 - Sign-In Sheet**

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<thead>
<tr>
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<tr>
<td>1. El Minkowski</td>
<td>Upper Augusta Twp</td>
<td>Use Manager CR3 FFM</td>
</tr>
<tr>
<td>2. Keith Ayers</td>
<td>Milton County GIS</td>
<td>GIS</td>
</tr>
<tr>
<td>3. Donald Kaseman</td>
<td>Assessor</td>
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</tr>
<tr>
<td>4. Doug Dehl</td>
<td>Milton Borough</td>
<td>Coop ENF Officer</td>
</tr>
<tr>
<td>5. Eric Wendt</td>
<td>Northumberland County</td>
<td>IT</td>
</tr>
<tr>
<td>6. Stephen Judd</td>
<td>Northumberland Co.</td>
<td>EMA</td>
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<tr>
<td>7. Joe Sylvester</td>
<td>The Daily Item</td>
<td>Reporter</td>
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<tr>
<td>8. George业务</td>
<td>Point Two End</td>
<td>Ema</td>
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<td>9. M. Nordam</td>
<td></td>
<td>Area Resident</td>
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**MEETING DATE: June 21, 2017**
Northumberland County All-Hazard Mitigation Plan Public Meeting
Wednesday, June 28, 2017 @ 10:00am

AGENDA

1. **Welcome and Introductions**
   a. Planning Team

2. **Project Overview**
   a. Brief Overview of Hazard Mitigation
   b. Work Completed to Date

3. **Previous Meetings**
   a. Planning Committee Meetings (All meetings held at 10:00am)
      - September 9, 2016
      - October 20, 2016
      - December 14, 2015
      - January 11, 2017
      - February 8, 2017
   b. Public Input Meetings
      - March 23, 2017 – 6:30pm
      - March 30, 2017 – 6:30pm
      - June 21, 2017 – 6:30pm

4. **Action Items**
   a. Review
   b. Discussion

5. **Question and Comment Session**
M13 - Publicly Advertised Material

We advertised this as well as our next meeting at the same time for convenience through Newspaper, Website, Facebook and a mailing that went to each municipality.

M13 - Meeting Minutes

PLEASE REFER TO SIGN IN SHEET FOR ALL ENTITIES IN ATTENDANCE

*This is the final meeting of this update process*

Eric Wendt (forward referred to as EW) began the meeting by welcoming all present who were not part of the planning team and did introduce the members of the Planning Team who were present. EW said the agenda that was handed out for this meeting is the same as the agenda for the week before. EW said that we are now in the final few days of our editing process and that we have been working closely with FEMA and PEMA so that we are meeting State and Federal requirements. EW said that the team have done an early submission of the first three sections so that we would know if they were heading in the right direction. At this time EW asked Dough Diehl (forward referred to as DD) to give a brief explanation of what has been happening with the actions, not a full and detailed explanation, but to mention the newer actions.

DD said he had been in contact with PEMA and FEMA about how they wish to see the action items represented. PEMA and FEMA felt that the team was being too vague with the actions as submitted, so DD made a complete review of all the actions and even added a few: asking municipalities to prohibit...
mobile homes in floodways, literature in a second dominant language, regionalized education, more public meetings, and provide basic technological equipment to local municipalities. EW also gave a brief explanation of these new action items.

EW let the public and municipalities present know that we will be providing this plan to review via the county’s departmental websites. In that time the team encourages ANY feedback because it is planned that the team will meet at least every six months as part of its obligation to the action items as well as mandatory five year reviews.

DD said that FEMA encourages municipalities to reach out to them for education opportunities. DD said we have plans to invite FEMA for regional training in the future.

EW asked if anyone had any questions; Chuck Hopta asked EW to let the municipalities present know whether or not the team received the survey retuned completed from their particular municipality.

    Ralrho Twp – reported that they are present, the survey is nearly complete but the twp supervisors want to see it at their next public meeting before it’s sent to the County.

    Upper Augusta – it was confirmed they have submitted their completed survey

    Watsontown Boro - it was confirmed they have submitted their completed survey

    Sunbury City – they have it completed, they just need to send it

    Herndon Boro - it was confirmed they have submitted their completed survey

Stephen Jeffery said it was difficult getting all of the municipalities to complete the surveys and the team has tried to impress upon the municipalities that funding may be denied if they do not show an interest in participating. DD even said he offered his availability after traditional work hours but there was little interest. At this point multiple members of the planning team wanted to make the public aware they could be denied funding if they do not participate in the plan, multiple examples were given.

EW thanked everyone present for their efforts and adjourned the meeting.
## APPENDIX A

### M13 - Sign-In Sheet

**MEETING DATE:** June 28, 2017

<table>
<thead>
<tr>
<th>PRINT NAME</th>
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<tbody>
<tr>
<td>1. Tiffany Kaseman</td>
<td>Assessors</td>
<td>Chief Assessor</td>
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<tr>
<td>2. Jay Twitchett</td>
<td>Watsontown Borough</td>
<td>Borough Manager</td>
</tr>
<tr>
<td>3. Ed Marks</td>
<td>Upper Augusta Twp</td>
<td>Treasurer etc.</td>
</tr>
<tr>
<td>4. Rebecca Nyash</td>
<td>Ralpho Township</td>
<td>Intern</td>
</tr>
<tr>
<td>5. Mark Nyash</td>
<td>Ralpho Township</td>
<td>Code/Zoning/Re</td>
</tr>
<tr>
<td>7. Eric Wendt</td>
<td>Northumberland County</td>
<td>IT</td>
</tr>
<tr>
<td>8. Keith Ayers</td>
<td>Northumberland County</td>
<td>G5</td>
</tr>
<tr>
<td>9. John Davis</td>
<td>Herndon Borough</td>
<td>Resident</td>
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<tr>
<td>10. Chuck Hopkins</td>
<td>North ’d County</td>
<td>Engineer</td>
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<tr>
<td>11. Maryrose Martin</td>
<td>North ’d County</td>
<td>Chief Clerk</td>
</tr>
<tr>
<td>12. Stephen Jernay</td>
<td>North ’d County EMA</td>
<td>Director</td>
</tr>
<tr>
<td>13. Lori Saurman</td>
<td>North ’d Co. DPS</td>
<td>Finance Manager</td>
</tr>
<tr>
<td>14. Cheryl DiBlick</td>
<td>City of Sugbury</td>
<td>CRS</td>
</tr>
<tr>
<td>15. Casey Pizarr</td>
<td>P&amp;Z Staff</td>
<td>ACCIP</td>
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<td>16.</td>
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