

CITY of WHEELER EMERGENCY PLANNING COMMITTEE (aka Wheeler Emergency Team/W.E.T.)

Proposed MINUTES of the December 12, 2023 meeting

I. Call to Order

The meeting was called to order by the W.E.T. Chair, Paul Knight, at 3:06 PM in City Hall.

II. Roll Call

Members Steve Fulmer, Paul Knight, Mary Leverette, Heidi Stacks, Elias Stacy and were present. Mayor Clif Kemp attended by ZOOM. Peggy Schumann has not attended recently. City Manager Pax Broder was present and Brian Boon, Administrator of the Nehalem Valley Care Center, was present by phone.

III. Community Input – none.

IV. Consent Calendar

a) The Proposed Agenda was adopted without objection.

b) Minutes of the November 15 meeting were adopted without objection. Steve agreed to check out some printing anomalies experienced by one member.

V. Presentations, Guests, Announcements and Correspondence none

VI. Public Comment on non-Agenda items – Pax reported that replacement items for things stolen from the Emergency Shed have arrived, including 3 tests, and a small gas generator. The solar light is still outstanding.

VII. General Business

- a. Redirecting budget funds to purchase a replacement Radio antenna (\$125) and stand (\$50) was discussed. Motion Fulmer/Stacks to redirect up to \$200. PASSED 5-0-0.
- b. The status of the new Welcome to Wheeler booklet mailing SMART goal was discussed. EVCNB will commit up to \$300 for mailing costs. Mary will review and resubmit a final SMART goal document for next meeting; forwarded to Old Business. MOTION Knight/Fulmer to delay the mailing until next calendar year. PASSED 5-0-0
- c. Heidi and Paul reported on the City Council workshop on preparedness and protocols. Serendipitously, this appeared to be just in time and likely supported a robust response to the most recent flooding which utilized collaboration between the Cities of Wheeler, Nehalem, and Manzanita as well as the local Fire District to clear a landslide that was plugging a critical weir. Tim Gross of Civil West Engineering is also exploring the possibility of redesigning and placing the weir so that can better cope with debris. We also discussed the possibility of preparing and preplacing sand bags, or at least having materials available for downtown businesses. A formal hotwash/review of the flooding incident is desired. FORWARDED TO OLD BUSINESS.
- d. It was noted that software is now available to assist cities in contacting citizens by SMS/text for a variety of purposes, including emergency communications. Some potential points of failure in our area, including disruption of cellular and internet communications were reviewed. In the end, cost of \$1500 annually, plus \$500 setup, plus the need for regular maintenance, seemed prohibitive. Steve will investigate a homegrown systems developed by EVCNB for use in Manzanita to better determine how it might address similar needs.

VIII. **Old Business** none

IX. **Good of the Order** – Steve will be out of town from 12/21 through at least 1/10/24, but will try to stay in touch. He can easily be reached by email. Mayor Cliff Kemp expressed his deep appreciation for the monumental effort that Paul Knight has made to help make the citizens of Wheeler increasingly safe and better prepared for emergencies of every kind. He will be greatly missed and we all wish him and Betsy the very best.

X. **Next Meeting**

The next meeting is scheduled for Tuesday, January 9, 2023, 3:00 PM in City Hall. New Chair Heidi Stacks will preside. The role of Vice-chair will be a key topic of discussion.

XI. **Adjournment**

The meeting was adjourned at 4:17 PM.

Proposed Minutes of 12.12.23 rev 0.1