

CITY OF SCOTTSBLUFF
Scottsbluff City Hall Council Chambers
2525 Circle Drive, Scottsbluff, NE 69361
CITY COUNCIL AGENDA

Regular Meeting
September 21, 2020
6:00 PM

1. Roll Call
2. Pledge of Allegiance.
3. **For public information, a copy of the Nebraska Open Meetings Act is available for review.**
4. Notice of changes in the agenda by the city clerk (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under Item 5 of this agenda.)
5. Citizens with business not scheduled on the agenda (As required by state law, no matter may be considered under this item unless council determines that the matter requires emergency action.)
6. Closed Session
 - a) Council reserves the right to enter into closed session if deemed necessary if the item is on the agenda as per Section 84-1410 of the Nebraska Revised Statutes.
7. Scottsbluff Youth Council
 - a) informational only:
8. Consent Calendar: (Items in the consent calendar are proposed for adoption by one action for all items unless any member of the council requests that an item be considered separately.)
 - a) Approve the minutes of the September 8, 2020 Regular Meeting.
 - b) Council to set a public hearing for October 5, 2020 at 6:00 p.m. for the One and Six Year Street Improvement Plan.
 - c) Approve amendments to Economic Development Agreements for COVID accommodations.
9. Claims
 - a) Council to consider and take action on claims of the City.
10. Financial Report
 - a) Council to receive the August 2020 Financial Report.
11. Public Hearings:
 - a) Council to conduct a public hearing set for this date at 6:00 p.m. for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted by MTL Commodity Corporation for the MTL Commodity Laundromat Project.

- b) Council to conduct a public hearing set for this date at 6:00 p.m. for the purpose of reviewing and obtaining comment on a Community Development Block Grant in the amount of \$732,500 for Owner Occupied Housing Rehabilitation.
12. Bids & Awards:
- a) Council to discuss and consider action on awarding the bid for the repair of hail damage at the Sanitation & Compost Facilities to Twin City Roofing for the amount of \$145,728.00 contingent upon approval of Change Order #1 including the Old Office and Bay and removing the Storage & Garage building.
13. Resolution & Ordinances:
- a) Council to consider and take action on the Resolution to approve the Redevelopment Plan submitted by MTL Commodity Corporation for the MTL Commodity Laundromat Project and authorize the Mayor to sign the Resolution.
 - b) Council to consider and take action on the Resolution authorizing the Mayor to sign the application along with the Citizen Participation Plan for a Community Development Block Grant in the amount of \$732,500 for Owner Occupied Housing Rehabilitation.
 - c) Council to discuss and consider action to approve a Resolution updating the bank signature authorization and authorize the Mayor to sign the Resolution.
 - d) Council to consider and take action on the amended 2020-2021 Pay Resolution and authorize the Mayor to sign the Resolution.
 - e) Council to consider and take action on the Resolution authorizing the Scotts Bluff County Local Emergency Operations Plan and authorize the Mayor to sign the Resolution.
14. Reports from Staff, Boards & Commissions:
- a) Council to discuss and consider action on the Economic Development Agreement with Original Equipment Co.
 - b) Council to discuss and consider action on the renewal of Lease Agreements with Telecom West, Inc. for their wireless antenna systems on the Airport and Cemetery Water Towers and authorize the Mayor to sign the Agreement.
 - c) Council to discuss and consider action on the Keep Scottsbluff-Gering Beautiful/Tri-City Stormwater Drain Marking Agreement and authorize the Mayor to sign the Agreement.
 - d) Council to discuss and consider action on the Memorandum of Understanding (MOU) with Twin Cities Development (TCD) to provide for unified Economic Development.
15. Council reports (informational only): This item is intended for Council Members to update and inform other Council Members of meetings attended since the last City Council meeting.
16. Adjournment.

City of Scottsbluff, Nebraska
Monday, September 21, 2020
Regular Meeting

Item Closed1

Council reserves the right to enter into closed session if deemed necessary if the item is on the agenda as per Section 84-1410 of the Nebraska Revised Statutes.

Staff Contact:

City of Scottsbluff, Nebraska
Monday, September 21, 2020
Regular Meeting

Item SBYC1

informational only:

Staff Contact: City Council

City of Scottsbluff, Nebraska
Monday, September 21, 2020
Regular Meeting

Item Consent1

Approve the minutes of the September 8, 2020 Regular Meeting.

Staff Contact: City Council

The Scottsbluff City Council met in a regular meeting on September 8, 2020 at 6:00 p.m. in the Council Chambers of City Hall, 2525 Circle Drive, Scottsbluff. A notice of the meeting had been published on September 4, 2020, in the Star Herald, a newspaper published and of general circulation in the City. The notice stated the date, hour and place of the meeting; that the meeting would be open to the public and that anyone attending was encouraged to wear a mask and to respect social distance guidelines. It also stated that anyone with a disability desiring reasonable accommodations to attend the Council meeting should contact the City Clerk's Office, and that an agenda of the meeting kept continuously current was available for public inspection at the office of the City Clerk in City Hall; provided, the City Council could modify the agenda at the meeting if it determined that an emergency so required. A similar notice had been emailed to each council member, made available to radio stations KNEB, KMOR, KOAQ, and television stations KSTF and NBC Nebraska, and the Star Herald. The notice was also available on the city's website on September 4, 2020. Mayor Gonzales presided and City Clerk Wright recorded the proceedings. The meeting was called to order and the Pledge of Allegiance was recited. Mayor Gonzales welcomed everyone and informed those in attendance that a copy of the Nebraska Open Meetings Act is posted in the back of the room on the west wall for the public's review. The following Council Members were present: Raymond Gonzales, Jeanne McKerrigan, Scott Shaver, Nathan Green, and Terry Schaub. Also present were City Attorney Kent Hadenfeldt, Interim City Manager Rick Kuckkahn, Finance Director Elizabeth Hilyard, and Economic Development Director Starr Lehl. Absent: None. Mayor Gonzales asked if there were any changes to the agenda. There were none. Mayor Gonzales asked if any citizens with business not scheduled on the agenda wished to include an item providing the City Council determines the item requires emergency action. There were none.

Due to being absent, Council Member Shaver asked that item 7a, approving the minutes of the August 26, 2020 special meeting be removed from the consent calendar and added to the regular agenda so he could abstain from voting.

Moved by Council Member McKerrigan, seconded by Council Member Green that,

- b) The minutes of the August 31, 2020 Regular Meeting be approved.
- c) A public hearing be set for September 21, 2020 at 6:00 p.m. for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted by MTL Commodity Corporation for the MTL Commodity Laundromat Project.
- d) A public hearing be set for September 21, 2020 at 6:00 p.m. for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted by YOLO Properties, LLC for the YOLO Properties Carwash Project.
- e) A public hearing be set for September 21, 2020 at 6:00 p.m. to consider a Resolution and Application to the Nebraska Economic Development for a Community Development Block Grant in the amount of \$732,500 for Owner Occupied Housing Rehabilitation.
- f) The amendments for the Economic Development Agreements for COVID accommodations be approved, "YEAS," McKerrigan, Shaver, Green, Schaub, and Gonzales. "NAYS," None. Absent: None.

Council Member Green moved, seconded by Council Member Schaub to approve the minutes of the August 26, 2020 special meeting, "YEAS," Gonzales, Schaub, McKerrigan, and Green. "NAYS," None. "Abstain," Shaver, "Absent," None.

Moved by Council Member Schaub, seconded by Council Member McKerrigan, that the following claims, be approved and paid as provided by law out of the respective funds designated in the list of claims dated September 8, 2020, as on file with the City Clerk and submitted to the City Council, "YEAS," Green, Schaub, Shaver, Gonzales, and McKerrigan "NAYS," None. Absent: None.

CLAIMS

3M COMPANY,24" WHITE PAVEMENT MARKING TAPE,6897.55;ADVANCE AUTO PARTS,DEF FOR FLEET,404.4; AIRGAS USA, LLC,HEATING NOZZLE FOR WELDER,120.74; ALLO COMMUNICATIONS,LLC,LOCAL TELEPHONE CHARGES,4055.16; AMERICAN LEGAL PUBLISHING CORPORATION,CODIFICATION OF ORDINANCES,5978; ASCHENBRENNER ERIN,DEP. SUP.,29.74; ASSURITY LIFE INSURANCE CO,LIFE INS,32.95; AUTOZONE STORES, INC,VEH MAINT,12.02;B & H INVESTMENTS, INC,SALT DELIVERY X 5 BAGS, UNIT RENTAL,330; BLACK HILLS GAS DISTRIBUTION LLC,MONTHLY ENERGY BILL,765.61; BLUE CLYDE,TREE REBATE,129.98;BLUFFS FACILITY SOLUTIONS,JAN. SUP.,1504.83; BLUFFS PHYSICAL THERAPY, LLC,EDA AGREEMENT,57000; BROWN'S SHOE FIT, CO.,UNIFORMS & CLOTHING,140; CAPITAL BUSINESS SYSTEMS INC.,CONTRACTUAL-PD,51; CELLCO PARTNERSHIP,CELL PHONES-PD,1564.77; CHRIS BRANNAN,UNIFORMS & CLOTHING,124.95; CISM MEMORIAL FOUNDATION,SCHOOLS & CONF-PD,300; CITIBANK N.A.,PRINTER & INK (GIS),1047.31; CITIBANK, N.A.,DEPT SUPP CEM,15.12; COLONIAL LIFE & ACCIDENT INSURANCECOMPANY,INSURANCE,48.7;CONSOLIDATEDMANAGEMENTCOMPANY,SCHOOLS & CONF-PD,8.74; CONTRACTORS MATERIALS INC.,DEPT SUPP PARK,971.04; COPSEY MONTY,#153 TREE REBATE,259.95; CROELL INC,DEPT SUP,607.49; CYNTHIA GREEN,DEPT SUPP HR/ADM,68.94; D & H ELECTRONICS INC.,SUPP - TERMINALS,97.76; DALE'S TIRE & RETREADING, INC.,EQUIP MAINT PARK,118.02; DAS STATE ACCOUNTING-CENTRAL FINANCE,MONTHLY LONG DISTANCE,146.28; ENERGY LABORATORIES, INC DEPT 6250,SAMPLES,135; FASTENAL COMPANY,GROUND MAINT PARK,52.33; FAT BOYS TIRE ANDAUTO,DUMPTRUCKFLATREPAIR,27.5;FEDERALEXPRESSCORPORATION,POSTAGE,247.91; FELSBURG HOLT & ULLEVIG, INC,CONTRACTUAL SVC,3651; FLAGSHIP PUBLISHING INC,SBSCR.,42; FLOYD'S TRUCK CENTER SCOTTSBLUFF,ES #820- ACTUATOR ASSY,523.61; FRANCISCO'S BUMPER TO BUMPER INC,TOW SERVICE-PD,220; GENERAL ELECTRIC CAPITAL CORPORATION,UNIFORMS & CLOTHING,277.41; GSM FILTRATION INC,EQUIP MAINT,1893.59;HAWKINS,INC.,CHEMICALS,7412.25;HD SUPPLY FACILITIES MAINTENANCE LTD,EQUIP MAINT,3276.42; HEARTLAND EXPRESSWAY ASSOCIATION,ANNUAL MTG LUNCHEON - S.LEHL,20; HICKOX KEVIN,UNIFORMS & CLOTHING,69.99; HOA SOLUTIONS, INC,EQUIP MAINT,266.13; HULLINGER GLASS & LOCKS INC.,SUPP - PADLOCKS & KEYS CUT,623; HYDROTEX PARTNERS, LTD,CENTRAL GARAGE- OIL,3257.1; HYDROZEN, LLC,EDA AGREEMENT,30000;IDEAL LAUNDRY AND CLEANERS, INC.,SHOP TOWELS, RUGS, MOPS,566.46; INDEPENDENT PLUMBING AND HEATING, INC,EQUIP MAINT PARK,1440.96; INGRAM LIBRARY SERVICES INC,BKS.,1478.99; INTERNAL REVENUE SERVICE,WITHHOLDINGS,120062.49; INTERNATIONAL ASSOCIATION OF PLUMBING & MECHANICAL OFFICIALS,DEPT MMBRSHR RENEWAL,200; INTRALINKS, INC,DATTO SIRIS - AUGUST 2020,2635; INVENTIVE WIRELESS OF NEBRASKA L.L.C.,ECONOMIC DEV GRANT,150000; JOHN DEERE FINANCIAL,UNIFORMS & CLOTHING,2313.18; JOHN DEERE

FINANCIAL,DEPT SUPP PARK,49.15;JOHN DEERE FINANCIAL,PARKS #399 & #397-BEARINGS, SEAL, GASKETS,498.23; KANZLER MIKE,UNIFORMS & CLOTHING,91.36; KNOW HOW LLC,POLICE #18- BRAKE PADS, ROTORS, DISC,1036.89; LEAGUE OF NEBRASKA MUNICIPALITIES,MEMBERSHIPS,3052; MACQUEEN EQUIPMENT INC,EQUIP MAINT,2589.5; MADISON NATIONAL LIFE,INSURANCE,2481.05;MATHESON TRI-GAS INC,RENT - MACHINES,66.18; MENARDS, INC,DEPT SUP,884.8; MIDWEST AUTO SUPPLY INC,ES #899-ABS BRAKE PUMP,90; MIDWEST CONNECT, LLC,CONTRACTUAL,1380.74; MIDWEST MOTOR SUPPLY CO INC,CENTRAL GARAGE- MISC PARTS,231.95; MONUMENT CAR WASH INC,VEH MAINT,33.17; MUNIMETRIX SYSTEMS CORP,IMAGESILO - AUGUST 2020,39.99; NATIONAL ARBOR DAY FOUNDATION,MEMBERSHIP PARK,10; NE CHILD SUPPORT PAYMENT CENTER,NE CHILD SUPPORT PYBLE,1833.2; NE DEPT OF ENVIRONMENTAL CONTR,LICENSES & PERMITS,450; NE DEPT OF REVENUE,TAX,29783.77; NEBRASKA PUBLIC POWER DISTRICT,ELECTRICITY,27886.48;NEBRASKA SALT AND GRAIN CO,2 LOADS ICE SLICER,7728.42; NETWORKFLEET, INC,GPS SERVICE,305.23;NORTHERN SAFETY COMPANY, INC.,DEPT SUP,416.25; NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF,GROUND MAINT PARK,468.28;OCLC ONLINE COMPUTER LIBRARY CENTER, INC,CONT SRVCS.,378.16; ONE CALL CONCEPTS, INC,CONTRACTUAL,197.39; OREGON TRAIL PLUMBING, HEATING & COOLING INC,BLDG MAINT-PD,697; PANHANDLE ENVIRONMENTAL SERVICES INC,CONTRACTUAL SVC,443;PANHANDLE HUMANE SOCIETY,CONTRACTUAL,5278.08; PAUL D LEE,UNIFORMS & CLOTHING,300; PLATTE VALLEY BANK,HEALTH SAVINGS ACCT,20866; POLYDYNE INC,CHEMICALS,5379.93; POWERPLAN,PARKS- BATTERY,301.64; PT HOSE AND BEARING,DEPT SUP,7.05; QUADIANT LEASING USA INC,RENT-MACH-PD,219.56; QUILL CORPORATION,DEPT SUPPL-PD,679.23; REAMS SPRINKLER SUPPLY CO.,DEPT SUPP CEM,997.28; REGIONAL CARE INC,CLAIMS,339339.96; REGIONAL WEST PHYSICIANS CLINIC,CONSULTING-PD,93.75; RODRIGUEZ JOSE R,TOW SERVICE-PD,190;ROOSEVELT PUBLIC POWER DISTRICT,ELECTRIC POWER,3001.23; ROTHERHAM, DAVID,UNIFORMS & CLOTHING,149.99; RURAL HEALTH DEVELOPMENT, INC.,ECON DEV,6383.33; S M E C,DEDUCTION,259; SAFELITE FULFILLMENT, INC,VEH MAINT-PD,409.98; SCB FIREFIGHTERS UNION LOCAL 1454,FIRE EE DUES,600; SCOTT MURDOCK,UNIFORMS & CLOTHING,299.91; SCOTTS BLUFF COUNTY PUBLIC TRANSIT,ANNUAL CONTRIBUTION - TRI-CITY ROADRUNNER,3736; SCOTTSBLUFF MOTOR CO, INC,NEW CHEVY SILVERADO PICKUP TRUCK,29727; SCOTTSBLUFF POLICE OFFICERS ASSOCIATION,POLICE EE DUES,2106; SCOTTSBLUFF SCREENPRINTING & EMBROIDERY, LLC,UNIFORMS & CLOTHING,651.96;SCOTTSBLUFF SENIOR CENTER,FY19-20 4TH QTR PAYMENT,5750; SELZER JOHN,#152 TREE REBATE,147.5; SHERIFF'S OFFICE,LEGAL FEES-PD,180.29; SIMON CONTRACTORS,CONCRETE FOR STREET REPAIR,13053.71; SNELL SERVICES INC.,BLDG MAIN.,10495.82; STATE HEALTH LAB,SAMPLES,377; STATE OF NE.,CONTRACTUAL-PD,840; STATE OF NEBRASKA DEPT OF HEALTH,LICENSE & PERMITS,115; SUTTON COREY,REFUND FOR OVERPYMT,25; TEXAS PNEUDRAULIC INC,ES #812 & 815- ARMS & BUSHINGS,2060.93; THE PEAVEY CORP,INVEST SUPPL-PD,323; TORRINGTON SOD FARMS,GROUND MAINT PARK,470.65; TOYOTA MOTOR CREDIT CORPORATION,HIDTA CAR LEASE,343.53; TRANS IOWA EQUIPMENT LLC,TRANS STOCK- ANGLE PRESS SLOT,292.67; TYLER TECHNOLOGIES, INC,FEE - ONLINE UB (9/1/20 -

9/30/20),348; UNION BANK & TRUST,RETIREMENT,75013.45; UNITED STATES WELDING,HP & CO2 TANK RENTALS,44.41; US BANK,EQUIP MAINT,3220.34; US COMPOSTING COUNCIL,MEMBERSHIPS,415; WEATHERCRAFT COMPANY OF SCOTTSBLUFF-GERING,WW - ROOF REPAIR,724; WESTERN HOSPITALITY, LLC,LB840 EDA AGREEMENT,11868; WYOMING CHILD SUPPORT ENFORCEMENT,CHILD SUPPORT,1476.16; WYOMING FIRST AID & SAFETY SUPPLY, LLC,DEPT SUPP PARK,106.44; YOUNG MEN'S CHRISTIAN ASSOCIATION OF SCOTTSBLUFF, NE,YMCA,765; ZM LUMBER INC,DEPT SUPP PARK,40.66;REFUNDS; PAMELA CARPENTER, 300.77; LAURA HILBERT, 6.24; R & K LAND CO LLC, 12.50; RAND K LLC, 15.83.

City Manager Kuckkahn presented the bid for the repair of hail damage to the Public Safety Building located at 1801 Avenue B. Twin City Roofing & Sheet Metal, Inc. submitted the low bid in the amount of \$131,614.90; staff is recommending approval. Council Member Schaub made a motion, seconded by Council Member Green to approve awarding the bid for the repair of hail damage to the Public Safety Building located at 1801 Avenue B to Twin City Roofing & Sheet Metal, Inc. in the amount of \$131,614.90, "YEAS," Shaver, Gonzales, Schaub, McKerrigan, and Green. "NAYS," None. Absent: None.

Regarding the Fiscal Year 2020-2021 Budget, Council introduced Ordinance No. 4253 which was read by title on third reading: **AN ORDINANCE TO ADOPT THE BUDGET STATEMENT TO BE TERMED THE ANNUAL APPROPRIATION BILL; TO APPROPRIATE SUMS FOR NECESSARY EXPENSES AND LIABILITIES; TO PROVIDE FOR AN EFFECTIVE DATE AND TO PUBLISH IN PAMPHLET FORM.** Moved by Council Member Schaub, seconded by Council Member McKerrigan, to adopt Ordinance No. 4253, FY 2020-2021 Budget, "YEAS," Schaub, McKerrigan, Gonzales, and Green. "NAYS," Shaver. Absent: None.

Council introduced Ordinance No. 4254 amending and changing the solid waste collection fees which was read by title on third reading: **AN ORDINANCE OF THE CITY OF SCOTTSBLUFF AMENDING AND CHANGING THE SOLID WASTE COLLECTION FEES AT CHAPTER 6 ARTICLE 6 OF THE MUNICIPAL CODE, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE, PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM.** Moved by Council Member Schaub, seconded by Council Member McKerrigan, to adopt Ordinance No. 4254, amending and changing the solid waste collection fees. During discussion Council Member Shaver commented as stated before, if the taxpayers were given a raise, he would not vote for it. Council Member Green then questioned if there was no other way to avoid raising the solid waste rates this year. Mr. Kuckkahn stated by increasing the rate 3% it gives options in terms of where the waste is taken, adding sewer and water did not receive any increase in rate; we are trying to minimize the impact on citizens. Roll was called after discussion, "YEAS," McKerrigan, Schaub, and Gonzales. "NAYS," Shaver and Green. Absent: None.

Mayor Gonzales gave accolades to Finance Director Hilyard, City Manager Kuckkahn and staff for their hard work with the budget this year because of the implications resulting from COVID-19.

Mr. Todd Lewis, President of Twin Cities Development approached Council and gave a brief presentation on the organization. Mr. Lewis explained TCD was established in 1985 as an Economic Development firm. As a group they have decided they need to take a fresh look to promote Economic Development in the area for the future by focusing on excellence in Regional Economic Development. The strategy is to create a highly effective group that is the center of Economic Development,

incorporating all contributors and providing efficient deployment of expertise and resources.

Mr. Lewis commented the partnership with the City of Scottsbluff needs to be reestablished. He commented the City of Scottsbluff is doing an awesome job in Economic Development with Ms. Starr Lehl at the helm and they would like to help the effort along. The goal is to bring the two organizations together to be one voice and be a center of economic excellence by bringing in new businesses, expanding current businesses and growing the economy in the valley.

Mr. Lewis explained the Memorandum of Understanding is the basis for beginning the strategic partnership with a trial period of 90 days. At the end of 90 days, or however long it would take, a formal agreement would be developed to see the partnership grow. He then asked for questions or comments from Council.

Mayor Gonzales commented TCD is very committed to working with the City of Scottsbluff in the future. He added when the private sector reaches out to the public sector stating they want to work with you, they understand fully a partnership will go much further.

Council Member Schaub asked by providing approximately \$100,000 to TCD, does the City of Scottsbluff get any voting rights. Mr. Lewis explained the cities used to have voting rights in Twin Cities Development, but there was a group of people in the valley who got together and decided that having government involved in the Economic Development business was not a good idea because of conflicts of interest. They in turn went to the private sector and businesses to have a say in the future of Economic Development. Twin Cities Development restructured their board to only have the private sector citizens and businesses become voting members; the Cities do have ex-officio status on the board however, just not voting rights. TCD is also a nonprofit 501(c)(4), which gives them the capability to lobby government, which would be a direct conflict of interest if the City was a voting member.

Council Member Green was concerned the City was losing an employee to Twin Cities Development. Mr. Lewis explained they are trying to bring resources that they, (TCD) have available, such as marketing, to help Ms. Lehl out in her position so we can work together and grow as a region.

Council Member McKerrigan asked Ms. Lehl what her thoughts were. Ms. Lehl commented it makes sense; we do not want to lose opportunities because we are not communicating with one another.

Council Member Shaver added this is the first he has heard about it and it seems backwards to him. He feels if Ms. Lehl is such a good fit she should work for TCD and we should pay like other communities do to have TCD do our stuff. In his opinion Ms. Lehl, being a City employee, should not be farmed out to somebody else.

Mayor Gonzales explained this is the first step in what could be a really good partnership. He encouraged Council if they want to see changes in the MOU, to transmit them to Mr. Kuckkahn and Ms. Lehl who will then take to Twin Cities Development to be brought forward at a future meeting.

Mr. Rick Deeds, Park Supervisor came forward to proudly inform Council of the City being the recipient of its 32nd Tree City USA Award. Mr. Deeds thanked Council for their support and concern regarding community forestry. He explained the four standards needed to get the Tree City USA Designation and informed Council that staff spent 12,368 hours on tree forestry and maintenance detail. Last year they also picked up 197 trees during the Christmas Tree Recycling program and the City has continued the tree rebate program.

Mr. Dan Marshall, Parks Advisory Board member, came forward and thanked the parks staff for the hard work they do to keep the tree canopy in the City. He added the tree rebate is a great program that helps the residents of the City.

Ms. Starr Lehl, Economic Development Director, approached Council regarding the East Overland Façade Improvement Program Applications. Ms. Lehl explained they received nine

applications for a total of \$108,810. She added there are other applications, amounting to approximately \$15,000, that need to be submitted and because of this the Community Redevelopment Authority has extended the deadline to October 2nd for those property owners to turn in bids.

Council Member Shaver was concerned a couple applications were supplements for hail damage, asking how the City fits in when insurance is paying for part of it; shouldn't that be their deductible and not the City's. Ms. Lehl answered there were a couple of roof replacements included in the applications for older roofs that were not covered by insurance. Council Member Schaub made a motion, seconded by Council Member McKerrigan to approve the East Overland Façade Improvement Program Applications, "YEAS," McKerrigan, Shaver, Green, Schaub, and Gonzales. "NAYS," None. Absent: None.

Regarding the item to discuss and consider action on 23 Club funding, City Manager Kuckkahn explained the City has been waiting for a response on the \$200,000 State Grant Tribal approval. However, the contractor, Paul Reed, has stated they need to get started, as it is getting late in the season and because of this, has given the City three weeks to get the project under construction. Mr. Kuckkahn then asked Council if they want to use part of their discretionary funding of \$500,000 to put toward the grant amount of \$200,000 to get the project started, reminding them that we would probably sacrifice the grant in its entirety by starting the construction.

Council Member Schaub commented his concern is rebidding the project if they wait too long; also being able to get 23 Club operational by May for next year's season. His recommendation is to have the Mayor sign off on the current contracts, provide the additional \$200,000 and get the project started.

Mr. Geoff Nemnich, 23 Club President, explained certain parts of the bid can be taken out. Paul Reed can be awarded the first initial part of the bid for roughly \$400,000 which includes demo and concrete work. His assumption is if you don't award the entire bid, what is left would be eligible for the grant; whatever you award is not reimbursable.

Council Member Green asked if 23 Club used their own money for the demo part of the grant, would we still be eligible to qualify for the grant. Mr. Kuckkahn reiterated the way the grant is structured; he does not want Council to think the grant will be awarded if we start construction now. He is not sure how the grantor would view 23 Club using their own money to start the project.

Council Member Shaver stated his biggest problem is we are spending all this money on it and we can spend another \$200,000 on it, but we couldn't spend any money from keeping the bills from going up for the citizens. It sets a bad message for him. He is okay with moving forward, but he is not okay with using the \$200,000.

Mr. Nemnich added he feels it could be a situation where he could raise enough money to offset the grant and does not think it is completely off the table. If it is however, he can work toward solidifying more donations to get phase 2 going. He also commented he will receive the checks from the donors to be put in the 501(c)(3) account at Oregon Trail Community Foundation and if they come up short they will not award some of the alternates and just do the base bid of around one million dollars.

Mr. Jack Baker, with Baker and Associates, came forward and explained by signing the contract the City is just authorizing the base bid; the contractor knows this and will not do the alternates until the additional funding is there and has the authority to do so.

Council Member Schaub made a motion, seconded by Council Member Green to authorize the Mayor to sign the 23 Club contract to get the project started, "YEAS," Green, Schaub, Shaver, Gonzales, and McKerrigan. "NAYS," None. Absent: None.

There were no Council Reports brought forward for discussion. Council Member Schaub made

the motion, seconded by Council Member Green to adjourn the meeting at 7:21 p.m., “YEAS,” Shaver, Gonzales, Schaub, McKerrigan, and Green. “NAYS,” None. Absent: None.

Mayor

Attest:

City Clerk
“SEAL”

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Consent2

Council to set a public hearing for October 5, 2020 at 6:00 p.m. for the One and Six Year Street Improvement Plan.

Staff Contact: City Council

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Consent3

Approve amendments to Economic Development Agreements for COVID accommodations.

Staff Contact: City Council

**Amendment to
Economic Development Assistance Agreement**

This “Amendment” is made on September 22, 2020 and is to the “Economic Development Assistance Agreement” dated October 1, 2013 (the “EDA Agreement”), is effective October 1, 2018, and is by and between the City of Scottsbluff, Nebraska (the “City”) and Skiles Industries, Inc. (the “Applicant”).

RECITALS:

a. The City and the Applicant are parties to the EDA Agreement. The EDA Agreement was made under the Economic Development Program of the City (the “Program”), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the EDA Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the EDA Agreement.

c. The City provided a Grant to the Applicant under the EDA Agreement in the amount of \$60,000 (the “Grant”), earnable through job credits under the EDA Agreement.

d. The “Term” to earn the Grant for the majority of the job credits (42 FTEs) expired on September 30, 2018.

e. As of October 1, 2018 (the “Amended Job Credit Effective Date”), the unearned, outstanding amount of the Grant is \$34,520 (the “Unearned Amount”). From the Year October 1, 2018 to September 30, 2019, the Applicant is eligible to receive an additional job credit (if approved by the Amendment) in the amount of \$10,200, resulting in an unearned balance of \$24,320 as of the September 22, 2020.

f. The City desires to extend COVID-19 Accommodations under this Amendment to address the continued performance of the Grant. Additionally, at this time, the parties desire to extend the “Term” in which to earn job credits against the balance of the Unearned Amount.

AMENDMENT:

1. Grant.

a. The Applicant shall continue to earn an “Annual Job Credit” equal to the Eligible FTE’s multiplied by \$1,000, as provided in the EDA Agreement, to be applied against the Unearned Amount under this Amendment.

b. The “Term” in which to earn Annual Job Credits is extended and amended to five Years from the Amended Job Credit Effective Date for all Eligible FTE’s of the Applicant existing on the Amended Job Credit Effective Date, and continuing thereafter. It is agreed that

the Applicant earned \$10,200 in an Annual Job Credit against the Unearned Amount during the Year beginning October 1, 2018 and ending September 30, 2019.

c. A “Year” shall continue to mean a 12-month period ending on the day prior to each annual anniversary of the Amended Job Credit Effective Date.

d. “Full Time Equivalent” Employees (the “FTE’s”) as defined in paragraph 5.c of the EDA Agreement shall continue to be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a given Year, divided by 2,080 hours, and then rounded down the nearest tenth. Salaried employees shall continue to be presumed to have been paid for 2,080 hours. However, for the “Year” ending September 30, 2020, the term “FTE’s” shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full-Time Employees during that Year divided by 1,560 hours and then rounded down to the nearest tenth. For such Year ending September 30, 2020, the maximum hours paid that can be counted for any FTE shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an FTE during the Year ending September 30, 2020 shall be presumed to have been paid 1,560 hours. This 1,560 hour modification of hours for FTE credits shall only apply to the Year beginning October 1, 2019 and ending September 30, 2020.

2. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator’s responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic and the unearned credits of the Grant at the end of the Term under the ED Agreement.

3. All other terms and conditions of the EDA Agreement and the Amended and Restated Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

4. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Skiles Industries, Inc.

By: _____
Economic Development
Program Administrator

By: _____
Jerry Skiles, President

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the "Amendment") is made Effective April 1, 2020, and is by and between the City of Scottsbluff, Nebraska (the "City") and Regional West Medical Center (the "Applicant").

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated February 21, 2017 (the "Agreement"). The Agreement was made under the Economic Development Program of the City (the "Program"), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Grant Modification. The "Grant" awarded under the EDA Agreement is payable each Year (as that term is defined by the EDA Agreement) retroactively after job creation is determined following the Years of 2018, 2019, 2020, and 2021. For the Year of 2020, the following Amendment is made to paragraph 4.c of the EDA Agreement:

"c. "Full Time Equivalent" Employees (the "FTE's") shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 2,080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid 40 hours per week. Provided, if the maximum number of hours permitted for helicopter pilots during a Year is less than 2,080 hours, then the maximum number of hours shall be substituted for 2,080 in the case of pilots. For the 2020 "Year" the term "FTE's" shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full-Time Employees during that 2020 Year divided by 1,560 hours and then round it down to the nearest tenth. For such 2020 Year, the maximum hours paid that can be counted for any Eligible FTE shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an FTE during the 2020 Year shall be presumed to have been paid 1,560 hours. The maximum hours permitted for helicopter pilots during the 2020 Year shall be substituted for 1,560 hours, if less than 1,565 hours during the 2020 Year. The modification of hours for FTE credits shall only apply to the 2020 Year"

2. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

3. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

4. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Regional West Medical Center

By: _____
Economic Development
Program Administrator

By: _____
Chief Executive Officer

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the “Amendment”) is made Effective September 30, 2020, and is by and between the City of Scottsbluff, Nebraska (the “City”) and Walther Investment, LLC (the “Applicant”).

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated June 9, 2017 (the “Agreement”). The Agreement was made under the Economic Development Program of the City (the “Program”), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Loan Modification. The “Loan” provided under the EDA Agreement is “repaid” each Year (as that term is defined in the EDA Agreement) through credits from job creation. For the Year beginning October 1, 2019 and ending September 30, 2020, the following Amendment is made to paragraph 5.c of the EDA Agreement:

“c. “Full Time Equivalent” Employees (the “FTE’s”) shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 2,080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid on the basis of 40 hours per week. For the Year beginning October 1, 2019 and ending September 30, 2020, the term “FTE’s” shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full-Time Employees divided by 1,560 hours and then round it down to the nearest tenth. For such Year, the maximum hours paid that can be counted for any Eligible FTE shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an FTE during the such Year shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning October 1, 2019 and ending September 30, 2020”

2. The interest-only payment due October 1, 2020 under the EDA Agreement is hereby waived. The Applicant has made the interest-only payment due July 1, 2020, and the waiver of interest for the quarter ending September 30, 2020 is made in lieu of the COVID-19 accommodation that would otherwise have been provided to the Applicant for the previous quarter.

3. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

4. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

5. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Walther Investment, LLC

By: _____
Economic Development
Program Administrator

By: _____

Title: _____

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the "Amendment") is made Effective September 30, 2020, and is by and between the City of Scottsbluff, Nebraska (the "City") and Treaty Site Farms, Inc. (the "Applicant").

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated February 26, 2018 (the "Agreement"). The Agreement was made under the Economic Development Program of the City (the "Program"), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Loan Modification. The "Loan" provided under the EDA Agreement is "repaid" each Year (as that term is defined in the EDA Agreement) partially through credits from job creation. For the Year beginning April 1, 2020 and ending March 31, 2021, the following Amendment is made to paragraph 7.a(3) of the EDA Agreement:

"(3) "Full Time Equivalent" Employees (the "FTE's") shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 2,080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid on the basis of 40 hours per week. For the Year April 1, 2020 and ending March 31, 2021 the term "FTE's" shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full Time Employees divided by 1,560 hours and then round it down to the nearest tenth. For such Year, the maximum hours paid that can be counted for any Eligible Full Time Employee shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an Eligible Full time Employee during the such Year shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning April 1, 2020 and ending March 31, 2021."

2. Interest accruing on the principal sum under the Note shall be waived from April 1, 2020 through June 30, 2020, and an updated amortization schedule is attached. All other terms and conditions of the Note shall remain in full force and effect.

3. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments

made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

4. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

5. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Treaty Site Farms, Inc.

By: _____
Economic Development
Program Administrator

By: _____
Samuel G. Adams, President

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the “Amendment”) is made Effective September 30, 2020, and is by and between the City of Scottsbluff, Nebraska (the “City”) and Complete Care Family Practice, LLC (the “Applicant”).

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated May 23, 2018 (the “Agreement”). The Agreement was made under the Economic Development Program of the City (the “Program”), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Loan Modification. The “Loan” provided under the EDA Agreement is “repaid” partially each Year (as that term is defined in the EDA Agreement) through credits from job creation. The following changes are made:

a. Paragraph 4.b is amended as follows:

“b. In order to receive Annual Job Credits, the Applicant must file an Annual Report as provided for below. Upon receipt of an Annual Report, the City will make a preliminary review based on the Annual Job Credits claimed. The City shall notify the Applicant as to the difference between the Annual Payment and the Annual Job Credit. The difference shall be paid to the City on or before the following September 1. The Annual Job Credit may not in any event exceed the Annual Payment; provided, however, if the Annual Job Credit meets or exceeds the Maximum Annual Credit (as defined below), the Applicant shall be entitled to the higher of the Annual Job Credit or the Maximum Annual Credit, and if the Annual Job Credit meets or exceeds the principal owed on the Annual Payment, the interest due on that Annual Payment shall be waived by the City and that Annual Payment shall be treated as being paid.”

b. For the Year beginning July 1, 2019 and ending June 30, 2020, the following amendment is made to paragraph 5.d of the EDA Agreement:

“c. “Full Time Equivalent” Employees (the “FTE’s”) shall be the total of (i) the number of Eligible Full Time Employees which are paid based on a salary, plus (ii) with respect to hourly Eligible Full Time Employees, the number arrived at by dividing the total hours paid by the Applicant to its hourly Eligible Full Time Employees during a Year divided by 2,080 hours, and then rounded down to the

nearest tenth; provided, however, the maximum hours paid that can be counted for any one hourly Eligible Full Time Employee shall not exceed 2,080 hours. For the Year beginning July 1, 2019 and ending June 30, 2020, the term “FTE’s” shall be the number arrived at by dividing the total hours paid by the Applicant to its hourly Eligible Full-Time Employees divided by 1,560 hours and then round it down to the nearest tenth. For such Year, the maximum hours paid that can be counted for any Eligible Full-Time Employees shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an Eligible Employee during the such Year shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning July 1, 2019 and ending June 30, 2020.”

2. Interest accruing on the principal sum under the Note shall be waived from April 1, 2020 through June 30, 2020, and an updated amortization schedule is attached. All other terms and conditions of the Note shall remain in full force and effect.

3. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator’s responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

4. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

5. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Complete Care Family Practice, LLC

By: _____
Economic Development
Program Administrator

By: _____
Jodene Burkhart, Sole Member

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the "Amendment") is made Effective January 1, 2020, and is by and between the City of Scottsbluff, Nebraska (the "City") and Bytes Computer and Network Solutions, Inc. (the "Applicant").

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated November 9, 2018 (the "Agreement"). The Agreement was made under the Economic Development Program of the City (the "Program"), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Loan Modification. The "Loan" provided under the EDA Agreement is being converted to a "Grant" under the Program. Accordingly, the following changes are made:

a. The "Grant" shall be in the amount of \$80,000, reflecting the principal owed on the assistance under the Agreement as of January 1, 2020. Accordingly, paragraph 2 of the Agreement is amended and replaced in total as follows:

"2. Amount of Grant:

The Grant shall be in the amount of \$80,000 (the "Grant Amount") which assumes that the Applicant will maintain at least \$20,000 in Maximum Annual Credit (as defined below) over an four Year period.

b. Paragraphs 4, 5, and 6 of the Agreement are amended and replaced in total as follows:

"4. Possible Grant Repayment:

The Grant Amount shall be subject to repayment to the City if the Applicant does not fully earn the Job Credits (as provided for below). In connection with the calculation of the Job Credits:

a. The "Effective Date" of this Agreement for Job Credit calculation purposes shall be January 1, 2020 (the "Effective Date").

b. The term of this Agreement shall begin on the Effective Date and shall continue for 4 years from the Effective Date (the "Term").

c. A "Year" shall mean the 12-month period ending as of the day prior to each annual anniversary of the Effective Date.

5. Employee Definitions:

a. "Full Time Employee" shall mean a bona fide employee of the Applicant who (1) is classified by the Applicant as full time; and (2) subject to normal and reasonable waiting periods, is eligible for the Applicant's normal fringe benefit package.

b. "Eligible Full Time Employee" shall mean a Full Time Employee who: (1) primarily works in the City, and (2) resides within 60 miles of the corporate limits of the City; provided, however any Full Time Employee who does not reside within 60 miles of the corporate limits of the City at the time that the Full Time Employee is hired by the Applicant, shall nevertheless be considered an Eligible Full Time Employee if the Full Time Employee moves to a residence within the required geographic area within 6 months of the hiring of the Eligible Full Time Employee.

c. "Full Time Equivalent" Employees (the "FTE's") shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 2,080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid on the basis of 40 hours per week; provided, however, that during the Year beginning January 1, 2020 and ending December 31, 2020, the FTE's shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 1,560 hours; and then rounded down to the nearest tenth, and salaried employee shall be presumed to have been paid on the basis of 1,560 hours during that Year.

d. "Eligible FTE's" shall mean the FTE's calculated for a year less 11; provided, however, in determining which Eligible Full Time Employees are eligible for the Additional Annual Credits (as defined below), the amounts paid for those positions described in the Application shall be used (COO, Service Engineer II, Service Engineer I and Senior Systems Engineer). If the Applicant has more than 15 Eligible Full Time Employees, then the most recently hired Eligible Full Time Employee(s) over 15 shall be used."

6. Job Credits:

As long as the Applicant is not in default of the Note, this Agreement, or any other document entered into pursuant to this Agreement, the Applicant shall be eligible for credit against the Grant Amount for Job Credits earned during a Year. A “Year” shall mean the 12-month period ending on each December 31, with the first Year beginning January 1, 2020. “Annual Job Credits” shall be calculated as follows:

a. The Applicant is eligible to receive a “Base Annual Job Credit” during a Year equal to the Eligible FTE’s for a Year multiplied by \$2,000.

b. If at the end of a Year, (1) the Annual Report (as provided for below) indicates that the Applicant has any Eligible FTE’s that have average earnings for the Year of at least (i) \$14 per hour in the case of hourly employees, or (ii) \$29,120 in the case of salaried employees, and (2) such employees are eligible for the Applicant’s fringe benefit plan, then the Applicant may earn additional job credits (the “Additional Annual Credits”) as calculated on a per employee basis based on the following table:

<u>Additional Credit</u>	<u>Hourly Rate (Based on 2080 hours)</u>	<u>Annual Salary</u>
\$400	\$14.00 to \$17.99	\$29,120 to \$37,439
\$800	\$18.00 to \$21.99	\$37,440 to \$45,759
\$1,200	\$22.00 to \$25.99	\$45,760 to \$54,079
\$1,600	\$26.00 to \$29.99	\$54,080 to \$62,399
\$2,000	\$30.00 and above	\$62,400 and above

c. In calculating the hourly rate or salary rate for purposes of the above table, the Applicant is entitled to add the hourly equivalent or annual cost of the following fringe benefits provided to the applicable employee by the Applicant: 401k Plan, profit sharing, pension or equivalent retirement benefits, health insurance, and life and disability insurance.

d. For purposes of this Agreement, Annual Job Credit shall mean the total of the Base Annual Job Credits and the Additional Annual Credit.

e. The amount of the Annual Job Credit may not exceed \$25,000 per Year (the “Maximum Annual Credit”). If the Applicant earns credits in excess of the Maximum Annual Credit in any one Year, the excess credits may be carried back to one or more prior Years where the Maximum Annual Credit was not earned, as long as the Maximum Annual Credit is not exceeded for any one Year. Excess credits may not be carried forward.”

2. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic. The Amendment is also made to address the current performance of the Applicant, in realizing a grant approach to the assistance that fits the Applicant's performance better than a loan approach.
3. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.
4. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Bytes Computer and Network Solutions, Inc.

By: _____
Economic Development
Program Administrator

By: _____
Todd Lewis, President

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the "Amendment") is made Effective September 30, 2020, and is by and between the City of Scottsbluff, Nebraska (the "City") and Croell, Inc. (the "Applicant").

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated March 4, 2019 (the "Agreement"). The Agreement was made under the Economic Development Program of the City (the "Program"), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Loan Modification. The "Loan" provided under the EDA Agreement is "repaid" each Year (as that term is defined in the EDA Agreement) partially through credits from job creation. For the Year beginning July 1, 2019 and ending June 30, 2020, the following Amendment is made to paragraph 7.a(3) of the EDA Agreement:

"(3) "Full Time Equivalent" Employees (the "FTE's") shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year, divided by 2,080 hours, rounded down to the nearest tenth, and then subtracting 6 FTE's per Year for the full-time employees of the Applicant already existing at the time of the Application. Salaried employees shall be presumed to have been paid on the basis of 2,080 hours per Year For the Year beginning July 1, 2019 and ending June 30, 2020 the term "FTE's" shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full Time Employees divided by 1,560 hours and then round it down to the nearest tenth. For such Year, the maximum hours paid that can be counted for any Eligible Full Time Employee shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an Eligible Full time Employee during the such Year shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning July 1, 2019 and ending June 30, 2020."

2. Interest accruing on the principal sum under the Note shall be waived from April 1, 2020 through June 30, 2020, and an updated amortization schedule is attached. All other terms and conditions of the Note shall remain in full force and effect.

3. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments

made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

4. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

5. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Croell, Inc.

By: _____
Economic Development
Program Administrator

By: _____
Kurt Croell, President

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the "Amendment") is made Effective September 30, 2020, and is by and between the City of Scottsbluff, Nebraska (the "City") and Western Farms, LLC. (the "Applicant").

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated January 21, 2020 (the "Agreement"). The Agreement was made under the Economic Development Program of the City (the "Program"), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Loan Modification. The "Loan" provided under the EDA Agreement is "repaid" each Year (as that term is defined in the EDA Agreement) partially through credits from job creation. For the Year beginning January 1, 2020 and ending December 31, 2020, the following Amendment is made to paragraph 5.c of the EDA Agreement:

"c. "Full Time Equivalent" Employees (the "FTE's") shall mean the sum of the number arrived at by dividing the total hours of all Full Time Employees paid by the Applicant during a given Year by 2,080 hours, and then rounding down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Full Time Employee shall not exceed 2,080 hours. Salaried employees meeting the definition of a Full Time Employee shall be presumed to have been paid for 2,080 hours For the Year beginning January 1, 2020 and ending December 31, 2020 the term "FTE's" shall be the number arrived at by dividing the total hours paid by the Applicant to the Full Time Employees divided by 1,560 hours and then round it down to the nearest tenth. For such Year, the maximum hours paid that can be counted for any Full Time Employee shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of a Full time Employee during the such Year shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning January 1, 2020 and ending December 31, 2020."

2. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

3. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

4. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Western Farms, LLC

By: _____
Economic Development
Program Administrator

By: _____
Patrick Hoehn, President

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the "Amendment") is made Effective September 30, 2020, and is by and between the City of Scottsbluff, Nebraska (the "City") and Factory Crimp Services, Inc. (the "Applicant").

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated January 6, 2020 (the "Agreement"). The Agreement was made under the Economic Development Program of the City (the "Program"), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Job Credit Modification. The "Grant Amount" provided under the EDA Agreement is "repaid" each Year (as that term is defined in the EDA Agreement) through credits from job creation. For the Year beginning January 1, 2020 and ending December 31, 2020, the following Amendment is made to paragraph 5.c of the EDA Agreement:

"c. "Full Time Equivalent" Employees (the "FTE's") shall be the total of (i) the number of Eligible Full Time Employees which are paid based on a salary, plus (ii) with respect to hourly Eligible Full Time Employees, the number arrived at by dividing the total hours paid by the Applicant to its hourly Eligible Full Time Employees during a Year divided by 2080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one hourly Eligible Full Time Employee shall not exceed 2080 hours. For the Year beginning January 1, 2020 and ending December 31, 2020 the term "FTE's" shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full Time Employees divided by 1,560 hours and then round it down to the nearest tenth. For such Year, the maximum hours paid that can be counted for any Eligible Full Time Employee shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an Eligible Full Time Employee during the such Year shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning January 1, 2020 and ending December 31, 2020."

2. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

3. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

4. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Factory Crimp Services, Inc.

By: _____
Economic Development
Program Administrator

By: _____
Scott James, President

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the “Amendment”) is made Effective September 30, 2020, and is by and between the City of Scottsbluff, Nebraska (the “City”) and Gardner Technologies, LLC (the “Applicant”).

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated January 21, 2020 (the “Agreement”). The Agreement was made under the Economic Development Program of the City (the “Program”), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Interest accruing on the principal sum under Non-Contingent Loan shall be waived from April 1, 2020 through June 30, 2020. All other terms and conditions of the Note shall remain in full force and effect.

2. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator’s responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

3. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

4. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Gardner Technologies, LLC

By: _____
Economic Development
Program Administrator

By: _____
Jerry Gardner, President

Second Amendment to Economic Development Assistance Agreement

This “Second Amendment” to the Economic Development Assistance Agreement is made Effective April 1, 2020, and is by and between the City of Scottsbluff, Nebraska (the “City”) and BDS3C, L.L.C. (the “Applicant”).

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated August 29, 2017 (the “Agreement”). The Agreement was amended by an Amendment to Economic Development Assistance Agreement dated May 21, 2018 (the “Amendment”). The Agreement and Amendment were made under the Economic Development Program of the City (the “Program”), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Second Amendment for the purposes of amending the Agreement and the Amendment as set forth below.

SECOND AMENDMENT:

1. Assistance Modification. The “Loan” obligations as defined in paragraph 2 of the Agreement and paragraph 1 of the Amendment, are hereby amended as follows:

a. The balance of the Note owed on March 1, 2020 shall become payable in 93 equal monthly payments of principal and interest, payable under an Amended and Restated Note, carrying interest at the rate set forth in the Amended Promissory Note. Interest on the Amended Promissory Note shall be waived from April 1, 2020 to June 30, 2020. The first monthly payment due under the Amended and Restated Note shall be due and payable on October 1, 2020, and each monthly payment shall be due on the first of each month thereafter. Job credits will continue to be applied to the Amended and Restated Note.

2. Modified Note. The terms, conditions, and obligations of the “Amended Promissory Note” executed as of May 21, 2018 shall be incorporated into an Amended and Restated Note executed by the Applicant, in the form of the attached Exhibit A, the terms of which are incorporated herein by reference.

3. FTE Employees. Paragraphs 5.a and 5.c of the Agreement is hereby amended in total as follows:

“a. “Full Time Employee” shall mean a bona fide employee of the Applicant who (1) is classified by the Applicant as full time; (2) subject to normal and reasonable waiting periods, is eligible for the employer’s normal fringe benefit package; and (3) is primarily employed to work in the Applicant’s brewing operation and/or in the wholesale distribution of products produced by the Applicant at the Business. For purposes of this Agreement, one or more of the owners of the Applicant that acts as the regular manager and receives

pay, a regular draw, or guaranteed payment from the Applicant (or is taxed on undistributed earnings) equal to or greater than average earnings as stated in paragraph 4.b above shall be considered “employed to work in the Applicant’s brewing operation” and shall be eligible to be a “Full Time Employee.”

“c. ““Full Time Equivalent” Employees (the “FTE’s”) shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 2,080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid on the basis of 40 hours per week. An owner of the Applicant described in paragraph 5.a above shall be considered a “salaried employee.” For the “Year” ending June 30, 2020, the term “FTE’s” shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full-Time Employees during that Year divided by 1,560 hours and then round it down to the nearest hundredth. For such Year ending June 30, 2020, the maximum hours paid that can be counted for any Eligible FTE shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an FTE during the Year ending June 30, 2020 shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning July 1, 2019 and ending June 30, 2020.”

5. This Second Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator’s responsibilities and authorities under of the Program. The Second Amendment, and those adjustments made, is intended to address business difficulties and the economic downturn related to the COVID-19 pandemic.

6. All other terms and conditions of the Agreement and the Amendment shall continue in full force and effect, and shall be amended only as set forth in this Second Amendment.

7. This Second Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Second Amendment shall be covered by the laws of Nebraska. This Second Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

BDS3C, L.L.C.

By: _____
Economic Development
Program Administrator

By: _____
Joseph Margheim, Member

AMENDED AND RESTATED NOTE

\$450,840.17

Date: March 1, 2020

BDS3C, L.L.C. (the “Borrower”), promises to pay to the order of the City of Scottsbluff, Nebraska (the “Lender”), the principal sum of \$450,840.17. Interest shall accrue on this Amended and Restated Note at the rate of 1.92% per annum, and shall be payable over 93 monthly equal installments of principal and interest. Interest that has accrued on the “Amended Promissory Note” (as defined below) since March 1, 2020 shall be paid under this Amended and Restated Note, subject to a waiver of interest from April 1, 2020 to June 30, 2020. The first monthly payment shall be due on October 1, 2020, and each additional payment due on the same date of each month thereafter. Job credits under the EDA Agreement and the Amended EDA Agreement (both, as defined below) shall be applied and shall continue to be applied to this Amended and Restated Note, pursuant to the EDA Agreement, the Amended EDA Agreement, and the Second Amendment to the EDA Agreement (as defined below). An amortization schedule is attached to this Amended and Restated Note and incorporated herein by reference. The Borrower shall have the right to prepay all or any part of the principal at any time.

This Amended and Restated Note is being made pursuant to an Economic Development Assistance Agreement (the “EDA Agreement”) dated August 29, 2017, and an Amendment to Economic Development Assistance Agreement (the “Amended EDA Agreement”) dated May 21, 2018 as well as a Second Amendment thereto dated September 8, 2020, between the Lender and the Borrower, the terms of which are incorporated in this Amended and Restated Note by reference. This Amended and Restated Note shall continue to be secured by (1) a Security Agreement given by the Borrower to the Lender dated August 29, 2017, and (2) a Deed of Trust covering certain real estate dated August 29, 2017 and recorded September 14, 2017 in the office of the Register of Deeds of Scotts Bluff County, Nebraska. This Amended and Restated Note will continue to be guaranteed with the Guaranty of Andrea Margheim, Joe Margheim, and Peter Meyer, dated August 29, 2017.

The Borrower waives presentment, demand for payment, notice of dishonor, notice of protest, and all other notices or demands in connection with the delivery, acceptance, performance, default or endorsement of this Amended and Restated Note.

If default is made in any payment when due, then, at the option of the Lender, the entire balance due shall become due and payable. In the event that a default is declared, the entire remaining balance at that time shall bear interest at the rate of 7% per annum until paid. In the event that legal action is necessary to enforce payment of this Amended and Restated Note, the Borrower shall be liable for reasonable attorney fees and costs of suit. This Amended and Restated Note shall be governed by the laws of Nebraska.

This Note is being given to modify the “Amended Promissory Note” dated May 21, 2018. An original copy of the Amended Promissory Note is attached to this Amended and Restated Note and is being cancelled pursuant to the execution of this Amended and Restated Note. All obligations and rights of the Amended Promissory Note shall be hereinafter governed by the terms of this Amended and Restated Note.

BDS3C, L.L.C.

By: _____
Joseph Margheim, Member

Amendment to Economic Development Assistance Agreement

This Amendment to the Economic Development Assistance Agreement (the “Amendment”) is made Effective January 1, 2020, and is by and between the City of Scottsbluff, Nebraska (the “City”) and Bsquared Farming and Trucking, LLC and S C Blanton Express, LLC (the “Applicant” collectively).

RECITALS:

a. The City and the Applicant are parties to an Economic Development Assistance Agreement dated November 27, 2018 (the “Agreement”). The Agreement was made under the Economic Development Program of the City (the “Program”), pursuant to the Nebraska Local Option Municipal Act.

b. The Applicant has received assistance from the Program pursuant to the Agreement, and for several reasons the parties now desire to enter into this Amendment for the purposes of amending the Agreement as set forth below.

AMENDMENT:

1. Loan Modification. The “Loan” provided under the EDA Agreement is “repaid” each Year (as that term is defined in the EDA Agreement) partially through credits from job creation. For the Year beginning January 1, 2020 and ending December 31, 2020, the following Amendment is made to paragraph 6.c of the EDA Agreement:

“c. “Full Time Equivalent” Employees (the “FTE’s”) shall be the number arrived at by dividing the total hours paid by the Applicants to their Eligible Full Time Employees during a Year divided by 2,080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid on the basis of 40 hours per week. For the Year beginning January 1, 2020 and ending December 31, 2020, the term “FTE’s” shall be the number arrived at by dividing the total hours paid by the Applicant to the Eligible Full Time Employees divided by 1,560 hours and then round it down to the nearest tenth. For such Year, the maximum hours paid that can be counted for any Eligible Full Time Employee shall continue and shall not exceed 1,560 hours. Salaried employees meeting the definition of an Eligible Full Time Employee during the such Year shall be presumed to have been paid 1,560 hours. The modification of hours for FTE credits shall only apply to the Year beginning January 1, 2020 and ending December 31, 2020.”

2. Interest accruing on the principal sum under the Note shall be waived from April 1, 2020 through June 30, 2020, and an updated amortization schedule is attached. All other terms and conditions of the Note shall remain in full force and effect.

3. For the Annual Payment due April 1, 2020 for the Year ending December 31, 2019, the Applicant shall make that payment on or before December 31, 2020, and if paid by December 31,

2020 the payment date shall be retroactive to April 1, 2020. The Annual Payment due by April 1, 2021 shall remain paid when scheduled (subject to FTE proration and interest waiver set forth in this Amendment), as set forth in the attached updated amortization schedule.

4. The Applicant shall, to the satisfaction of the City, before execution of this Agreement, note and perfect liens of the City on vehicles of SC Blanton Express, LLC that should have been noted and perfected at the closing of the Agreement.

5. This Amendment is being entered into pursuant to adjustments made to the assistance provided to the Applicant by the Program Administration under the Program Administrator's responsibilities and authorities under of the Program. The Amendment, and those adjustments made, is intended to address business difficulties and the economic down-turn related to the COVID-19 pandemic.

6. All other terms and conditions of the Agreement shall continue in full force and effect, and shall be amended only as set forth in this Amendment.

7. This Amendment can be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one single instrument. This Amendment shall be covered by the laws of Nebraska. This Amendment shall be binding upon all successors and assigns of the parties.

City of Scottsbluff, Nebraska

Bsquared Farming and Trucking LLC

By: _____
Economic Development
Program Administrator

By: _____
Valerie Baker, Manager

By: _____
S. Clifford Brabson, Member

By: _____
Scott Blanton, Member

S C Blanton Express, LLC

By: _____
Scott Blanton, Member

City of Scottsbluff, Nebraska
Monday, September 21, 2020
Regular Meeting

Item Claims1

Council to consider and take action on claims of the City.

Staff Contact: Liz Loutzenhiser, Finance Director



Expense Approval Report

By Vendor Name

Post Dates 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
Vendor: 00743 - 3M COMPANY		
Fund: 212 - TRANSPORTATION		
WHITE PAVEMENT MARKING T...	STREET REPAIR SUPPLIES	459.84
		459.84
		Fund 212 - TRANSPORTATION Total:
		Vendor 00743 - 3M COMPANY Total:
		459.84
Vendor: 00393 - ACTION COMMUNICATIONS INC.		
Fund: 111 - GENERAL		
EQUIP MAINT PARK	EQUIPMENT MAINTENANCE	55.00
EQUIP MAINT-PD	EQUIPMENT MAINTENANCE	103.85
EQUIP MAINT-PD	EQUIPMENT MAINTENANCE	103.85
EQUIP MAINT-PD	EQUIPMENT MAINTENANCE	86.42
		349.12
		Fund 111 - GENERAL Total:
		349.12
Fund: 621 - ENVIRONMENTAL SERVICES		
INTERNET 9/1/20 - 9/30/20	PHONE & INTERNET	55.00
		55.00
		Fund 621 - ENVIRONMENTAL SERVICES Total:
		55.00
Fund: 631 - WASTEWATER		
INTERNET 9/1/20 - 9/30/20	PHONE & INTERNET	55.00
		55.00
		Fund 631 - WASTEWATER Total:
		55.00
		Vendor 00393 - ACTION COMMUNICATIONS INC. Total:
		459.12
Vendor: 02583 - ADVANCE AUTO PARTS		
Fund: 725 - CENTRAL GARAGE		
TRANS #408- OIL AND AIR FILTER	EQUIPMENT MAINTENANCE	11.18
POLICE #4- OIL FILTER	EQUIPMENT MAINTENANCE	3.14
WATER #38- OIL FILTER	EQUIPMENT MAINTENANCE	3.36
POLICE #6- OIL AND AIR FILTER	EQUIPMENT MAINTENANCE	19.47
TRANS STOCK- DEF	EQUIPMENT MAINTENANCE	137.90
POLICE #1- OIL FILTER	EQUIPMENT MAINTENANCE	3.14
TRANS #433- OIL AND AIR FILTER	EQUIPMENT MAINTENANCE	14.33
FIRE SB02- OIL FILTER	EQUIPMENT MAINTENANCE	2.50
ADMIN IMPALA- OIL AND AIR FI...	EQUIPMENT MAINTENANCE	10.13
		205.15
		Fund 725 - CENTRAL GARAGE Total:
		205.15
		Vendor 02583 - ADVANCE AUTO PARTS Total:
		205.15
Vendor: 03711 - AMAZON.COM HEADQUARTERS		
Fund: 111 - GENERAL		
Misc.	DEPARTMENT SUPPLIES	63.22
Misc.	BOOKS	27.92
Misc.	PROGRAMMING	99.80
		190.94
		Fund 111 - GENERAL Total:
		190.94
		Vendor 03711 - AMAZON.COM HEADQUARTERS Total:
		190.94
Vendor: 03936 - ANDERSON FORD INC		
Fund: 218 - PUBLIC SAFETY		
CIP-PO-PATROL CARS	EQUIPMENT	37,589.00
CIP-PO-PATROL CARS	EQUIPMENT	37,589.00
CIP-PO-PATROL CARS	EQUIPMENT	38,964.00
		114,142.00
		Fund 218 - PUBLIC SAFETY Total:
		114,142.00
		Vendor 03936 - ANDERSON FORD INC Total:
		114,142.00
Vendor: 02118 - ANITA'S GREENSCAPING INC		
Fund: 111 - GENERAL		
Cont. srvcs.	CONTRACTUAL SERVICES	255.00

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
Cont. srvc.	CONTRACTUAL SERVICES	255.00
		Fund 111 - GENERAL Total: 510.00
		Vendor 02118 - ANITA'S GREENSCAPING INC Total: 510.00
Vendor: 08126 - ANTHONY J MURPHY		
Fund: 111 - GENERAL		
DELEGATED AUTHORITY CONFE...	SCHOOL & CONFERENCE	131.00
		Fund 111 - GENERAL Total: 131.00
		Vendor 08126 - ANTHONY J MURPHY Total: 131.00
Vendor: 00405 - BLUFFS FACILITY SOLUTIONS		
Fund: 111 - GENERAL		
DEPT SUPPP PARK	DEPARTMENT SUPPLIES	101.98
JANITORIAL SUPP PARK	JANITORIAL SUPPLIES	40.00
DEPT SUPP ADM	DEPARTMENT SUPPLIES	142.94
JANITORIAL SUPP PARK	JANITORIAL SUPPLIES	42.36
		Fund 111 - GENERAL Total: 327.28
Fund: 621 - ENVIRONMENTAL SERVICES		
TRASH BAGS	DEPARTMENT SUPPLIES	130.98
		Fund 621 - ENVIRONMENTAL SERVICES Total: 130.98
		Vendor 00405 - BLUFFS FACILITY SOLUTIONS Total: 458.26
Vendor: 00091 - BSN SPORTS, INC		
Fund: 111 - GENERAL		
GROUND MAINT PARK	GROUNDS MAINTENANCE	624.76
		Fund 111 - GENERAL Total: 624.76
		Vendor 00091 - BSN SPORTS, INC Total: 624.76
Vendor: 00735 - CAPITAL BUSINESS SYSTEMS INC.		
Fund: 111 - GENERAL		
Cont. srvc.	CONTRACTUAL SERVICES	259.37
MONTHLY MAINT ADM	EQUIPMENT MAINTENANCE	107.72
		Fund 111 - GENERAL Total: 367.09
		Vendor 00735 - CAPITAL BUSINESS SYSTEMS INC. Total: 367.09
Vendor: 00055 - CARR- TRUMBULL LUMBER CO, INC.		
Fund: 111 - GENERAL		
XXL TYVEK COVERALLS FOR COV...	DEPARTMENT SUPPLIES	157.57
		Fund 111 - GENERAL Total: 157.57
Fund: 212 - TRANSPORTATION		
SUPP - HEM FIR	DEPARTMENT SUPPLIES	16.76
		Fund 212 - TRANSPORTATION Total: 16.76
		Vendor 00055 - CARR- TRUMBULL LUMBER CO, INC. Total: 174.33
Vendor: 07911 - CELLCO PARTNERSHIP		
Fund: 212 - TRANSPORTATION		
CELL PHONES, IPADS	PHONE & INTERNET	296.69
		Fund 212 - TRANSPORTATION Total: 296.69
Fund: 631 - WASTEWATER		
CELL PHONE/CONTRACTUAL SVC	CONTRACTUAL SERVICES	100.03
CELL PHONE/CONTRACTUAL SVC	CELLULAR PHONE	41.05
		Fund 631 - WASTEWATER Total: 141.08
Fund: 641 - WATER		
CELL PHONE/CONTRACTUAL SVC	CONTRACTUAL SERVICES	60.01
CELL PHONE/CONTRACTUAL SVC	CELLULAR PHONE	41.05
		Fund 641 - WATER Total: 101.06
		Vendor 07911 - CELLCO PARTNERSHIP Total: 538.83
Vendor: 00484 - CITY OF GERING		
Fund: 621 - ENVIRONMENTAL SERVICES		
TRASH & RECYCLING DISPOSAL ...	DISPOSAL FEES	15,625.20

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
TRASH & RECYCLING DISPOSAL ...	DISPOSAL FEES	31,306.69
Fund 621 - ENVIRONMENTAL SERVICES Total:		46,931.89
Vendor 00484 - CITY OF GERING Total:		46,931.89
Vendor: 00367 - CITY OF SCB		
Fund: 111 - GENERAL		
CIP-PO/POSTAGE-PD	POSTAGE	91.05
Fund 111 - GENERAL Total:		91.05
Fund: 218 - PUBLIC SAFETY		
CIP-PO/POSTAGE-PD	DEPARTMENT SUPPLIES	45.00
Fund 218 - PUBLIC SAFETY Total:		45.00
Vendor 00367 - CITY OF SCB Total:		136.05
Vendor: 03010 - COLONIAL LIFE & ACCIDENT INSURANCE COMPANY		
Fund: 713 - CASH & INVESTMENT POOL		
INSURANCE	LIFE INS EE PAYABLE	22.75
INSURANCE	DIS INC INS EE PAYABLE	25.95
Fund 713 - CASH & INVESTMENT POOL Total:		48.70
Vendor 03010 - COLONIAL LIFE & ACCIDENT INSURANCE COMPANY Total:		48.70
Vendor: 00706 - COMPUTER CONNECTION INC		
Fund: 111 - GENERAL		
CONTRACTUAL-PD	CONTRACTUAL SERVICES	44.00
Fund 111 - GENERAL Total:		44.00
Vendor 00706 - COMPUTER CONNECTION INC Total:		44.00
Vendor: 00267 - CONTRACTORS MATERIALS INC.		
Fund: 111 - GENERAL		
GROUND MAINT PARK	GROUNDS MAINTENANCE	65.66
Fund 111 - GENERAL Total:		65.66
Fund: 212 - TRANSPORTATION		
SUPP - FIBER EXP. JOINT	STREET REPAIR SUPPLIES	294.00
SUPP - YELLOW STRIPE PAINT	DEPARTMENT SUPPLIES	32.14
Fund 212 - TRANSPORTATION Total:		326.14
Fund: 641 - WATER		
DEPT SUP	DEPARTMENT SUPPLIES	1,152.41
DEPT SUP	DEPARTMENT SUPPLIES	5.88
Fund 641 - WATER Total:		1,158.29
Vendor 00267 - CONTRACTORS MATERIALS INC. Total:		1,550.09
Vendor: 05709 - CREDIT BUREAU OF COUNCIL BLUFFS		
Fund: 111 - GENERAL		
FEE - AUGUST 2020	CONSULTING SERVICES	50.00
Fund 111 - GENERAL Total:		50.00
Vendor 05709 - CREDIT BUREAU OF COUNCIL BLUFFS Total:		50.00
Vendor: 09767 - CROELL INC		
Fund: 641 - WATER		
DEPT SUP	DEPARTMENT SUPPLIES	326.62
DEPT SUP	DEPARTMENT SUPPLIES	231.66
Fund 641 - WATER Total:		558.28
Vendor 09767 - CROELL INC Total:		558.28
Vendor: 07689 - CYNTHIA GREEN		
Fund: 111 - GENERAL		
Dep. sup.	DEPARTMENT SUPPLIES	76.00
DEPT SUPP ADM/DS	DEPARTMENT SUPPLIES	26.83
DEPT SUPP ADM/DS	DEPARTMENT SUPPLIES	26.83
DEPT SUPP ADM	DEPARTMENT SUPPLIES	18.54

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
DEPT SUPP ADM	DEPARTMENT SUPPLIES	50.25
		Fund 111 - GENERAL Total: 198.45
		Vendor 07689 - CYNTHIA GREEN Total: 198.45
Vendor: 03321 - DALE'S TIRE & RETREADING, INC.		
Fund: 111 - GENERAL		
EQUIP MAINT PARK	EQUIPMENT MAINTENANCE	20.00
PLUG AND PATCH RESCUE 1 TIRE	DEPARTMENT SUPPLIES	51.25
		Fund 111 - GENERAL Total: 71.25
		Vendor 03321 - DALE'S TIRE & RETREADING, INC. Total: 71.25
Vendor: 02460 - FASTENAL COMPANY		
Fund: 212 - TRANSPORTATION		
SUPPO - BOLTS	DEPARTMENT SUPPLIES	32.60
		Fund 212 - TRANSPORTATION Total: 32.60
		Vendor 02460 - FASTENAL COMPANY Total: 32.60
Vendor: 07574 - FAT BOYS TIRE AND AUTO		
Fund: 212 - TRANSPORTATION		
TIRES FOR MOTOR GRADER	EQUIPMENT MAINTENANCE	3,976.80
		Fund 212 - TRANSPORTATION Total: 3,976.80
Fund: 725 - CENTRAL GARAGE		
CEMETERY ROLLIN- TIRE	EQUIPMENT MAINTENANCE	26.89
		Fund 725 - CENTRAL GARAGE Total: 26.89
		Vendor 07574 - FAT BOYS TIRE AND AUTO Total: 4,003.69
Vendor: 00548 - FEDERAL EXPRESS CORPORATION		
Fund: 631 - WASTEWATER		
POSTAGE	POSTAGE	204.81
POSTAGE	POSTAGE	38.62
		Fund 631 - WASTEWATER Total: 243.43
Fund: 641 - WATER		
POSTAGE	POSTAGE	127.25
		Fund 641 - WATER Total: 127.25
		Vendor 00548 - FEDERAL EXPRESS CORPORATION Total: 370.68
Vendor: 00462 - FIRST STATE BANK		
Fund: 311 - DEBT SERVICE		
PAYOFF WARRANT DEBT 9/30/...	DEBT SERVICE	727,756.96
PAYOFF WARRANT DEBT 9/30/...	DEBT SERVICE-INTEREST	11,311.14
		Fund 311 - DEBT SERVICE Total: 739,068.10
		Vendor 00462 - FIRST STATE BANK Total: 739,068.10
Vendor: 00060 - FRANCISCO'S BUMPER TO BUMPER INC		
Fund: 111 - GENERAL		
TOW SERVICE-PD	CONTRACTUAL SERVICES	330.00
TOW SERVICE-PD	CONTRACTUAL SERVICES	170.00
TOW SERVICE-PD	CONTRACTUAL SERVICES	185.00
TOW SERVICE-PD	CONTRACTUAL SERVICES	220.00
		Fund 111 - GENERAL Total: 905.00
		Vendor 00060 - FRANCISCO'S BUMPER TO BUMPER INC Total: 905.00
Vendor: 07904 - FREMONT MOTOR SCOTTSBLUFF, LLC		
Fund: 725 - CENTRAL GARAGE		
POLICE #19- LATCH	EQUIPMENT MAINTENANCE	136.93
POLICE #8- FRONT END	EQUIPMENT MAINTENANCE	586.16
TRANS #433- COVER CLOCK SPR...	EQUIPMENT MAINTENANCE	99.43
		Fund 725 - CENTRAL GARAGE Total: 822.52
		Vendor 07904 - FREMONT MOTOR SCOTTSBLUFF, LLC Total: 822.52

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
Vendor: 10176 - FULTS DESTINY		
Fund: 111 - GENERAL		
LEGAL FEES-PD	LEGAL FEES	23.45
		Fund 111 - GENERAL Total: 23.45
		Vendor 10176 - FULTS DESTINY Total: 23.45
Vendor: 00887 - FYR-TEK INC		
Fund: 111 - GENERAL		
PRIMER PUMP MOTOR - ENGIN...	VEHICLE MAINTENANCE	497.30
		Fund 111 - GENERAL Total: 497.30
		Vendor 00887 - FYR-TEK INC Total: 497.30
Vendor: 05600 - GALLS INC		
Fund: 111 - GENERAL		
UNIFORMS-PD	UNIFORMS & CLOTHING	16.40
UNIFORMS-PD	UNIFORMS & CLOTHING	180.72
UNIFORMS-PD	UNIFORMS & CLOTHING	60.23
UNIFORMS-PD	UNIFORMS & CLOTHING	135.95
UNIFORMS-PD	UNIFORMS & CLOTHING	187.65
UNIFORMS-PD	UNIFORMS & CLOTHING	64.95
UNIFORMS-PD	UNIFORMS & CLOTHING	15.58
		Fund 111 - GENERAL Total: 661.48
Fund: 218 - PUBLIC SAFETY		
CIP-PO-BODY ARMOR	EQUIPMENT	2,173.50
		Fund 218 - PUBLIC SAFETY Total: 2,173.50
		Vendor 05600 - GALLS INC Total: 2,834.98
Vendor: 00789 - GERING VALLEY PLUMBING & HEATING, INC		
Fund: 111 - GENERAL		
REFUND	CONTRACTORS LIC PAYABLE	15.00
REFUND	CONTRACTORS LIC PAYABLE	15.00
		Fund 111 - GENERAL Total: 30.00
		Vendor 00789 - GERING VALLEY PLUMBING & HEATING, INC Total: 30.00
Vendor: 09610 - GRAY TELEVISION GROUP INC		
Fund: 661 - STORMWATER		
CONTRACTUAL SVC	CONTRACTUAL SERVICES	1,395.00
CONTRACTUAL SVC	CONTRACTUAL SERVICES	200.00
		Fund 661 - STORMWATER Total: 1,595.00
		Vendor 09610 - GRAY TELEVISION GROUP INC Total: 1,595.00
Vendor: 04371 - HAWKINS, INC.		
Fund: 641 - WATER		
CHEMICALS	CHEMICALS	3,239.50
CHEMICALS	CHEMICALS	1,588.25
		Fund 641 - WATER Total: 4,827.75
		Vendor 04371 - HAWKINS, INC. Total: 4,827.75
Vendor: 04299 - HD SUPPLY FACILITIES MAINTENANCE LTD		
Fund: 641 - WATER		
DEPT SUP	DEPARTMENT SUPPLIES	623.00
DEPT SUP	DEPARTMENT SUPPLIES	154.46
		Fund 641 - WATER Total: 777.46
		Vendor 04299 - HD SUPPLY FACILITIES MAINTENANCE LTD Total: 777.46
Vendor: 00299 - HULLINGER GLASS & LOCKS INC.		
Fund: 111 - GENERAL		
DEPT SUPP PARK	DEPARTMENT SUPPLIES	80.50
DEPT SUPP PARK	DEPARTMENT SUPPLIES	19.25
		Fund 111 - GENERAL Total: 99.75
		Vendor 00299 - HULLINGER GLASS & LOCKS INC. Total: 99.75

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Description (Payable)	Account Name	Amount
Vendor: 08793 - HYDRONIC WATER MANAGEMENT		
Fund: 111 - GENERAL		
Bldg. main.	BUILDING MAINTENANCE	425.00
		Fund 111 - GENERAL Total: 425.00
		Vendor 08793 - HYDRONIC WATER MANAGEMENT Total: 425.00
Vendor: 00525 - IDEAL LAUNDRY AND CLEANERS, INC.		
Fund: 111 - GENERAL		
Jan. sup.	JANITORIAL SUPPLIES	89.25
Jan. sup.	JANITORIAL SUPPLIES	89.25
DEPT SUPP	DEPARTMENT SUPPLIES	54.90
		Fund 111 - GENERAL Total: 233.40
Fund: 212 - TRANSPORTATION		
SUPP - MATS, TOWELS	DEPARTMENT SUPPLIES	33.56
SUPP - MATS, TOWELS	DEPARTMENT SUPPLIES	33.56
		Fund 212 - TRANSPORTATION Total: 67.12
Fund: 621 - ENVIRONMENTAL SERVICES		
RUGS, MOPS, SHOP TOWELS	DEPARTMENT SUPPLIES	108.14
		Fund 621 - ENVIRONMENTAL SERVICES Total: 108.14
Fund: 631 - WASTEWATER		
CONTRACTUAL SVC WTR	CONTRACTUAL SERVICES	45.11
		Fund 631 - WASTEWATER Total: 45.11
Fund: 641 - WATER		
CONTRACTUAL SVC WTR	CONTRACTUAL SERVICES	45.12
		Fund 641 - WATER Total: 45.12
Fund: 725 - CENTRAL GARAGE		
CENTRAL GARAGE- RUGS & SH...	DEPARTMENT SUPPLIES	34.79
CENTRAL GARAGE- RUGS, SHOP...	DEPARTMENT SUPPLIES	34.79
		Fund 725 - CENTRAL GARAGE Total: 69.58
		Vendor 00525 - IDEAL LAUNDRY AND CLEANERS, INC. Total: 568.47
Vendor: 00937 - INDEPENDENT PLUMBING AND HEATING, INC		
Fund: 111 - GENERAL		
GROUND MAINT PARK	GROUNDS MAINTENANCE	11.25
		Fund 111 - GENERAL Total: 11.25
		Vendor 00937 - INDEPENDENT PLUMBING AND HEATING, INC Total: 11.25
Vendor: 09291 - INGRAM LIBRARY SERVICES INC		
Fund: 111 - GENERAL		
Bks.	BOOKS	116.09
Bks.	BOOKS	753.25
Bks.	BOOKS	33.06
Bks.	BOOKS	971.88
Bks.	BOOKS	41.88
		Fund 111 - GENERAL Total: 1,916.16
		Vendor 09291 - INGRAM LIBRARY SERVICES INC Total: 1,916.16
Vendor: 08525 - INTRALINKS, INC		
Fund: 111 - GENERAL		
DEPT SUPPL - PARK	DEPARTMENT SUPPLIES	8.52
CONTRACT SERVICES - AUGUST ...	CONTRACTUAL SERVICES	1,062.50
CONTRACT SERVICES - LIBRARY ...	CONTRACTUAL SERVICES	403.75
		Fund 111 - GENERAL Total: 1,474.77
Fund: 212 - TRANSPORTATION		
CONTRACT SERVICES - AUGUST ...	CONTRACTUAL SERVICES	233.75
		Fund 212 - TRANSPORTATION Total: 233.75
Fund: 621 - ENVIRONMENTAL SERVICES		
CONTRACT SERVICES - AUGUST ...	CONTRACTUAL SERVICES	21.25
		Fund 621 - ENVIRONMENTAL SERVICES Total: 21.25

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Description (Payable)	Account Name	Amount
Fund: 661 - STORMWATER		
CONTRACT SERVICES - AUGUST ...	CONTRACTUAL SERVICES	170.00
		Fund 661 - STORMWATER Total: 170.00
Fund: 721 - GIS SERVICES		
CONTRACT SERVICES - AUGUST ...	CONTRACTUAL SERVICES	21.25
		Fund 721 - GIS SERVICES Total: 21.25
		Vendor 08525 - INTRALINKS, INC Total: 1,921.02
Vendor: 05696 - INVENTIVE WIRELESS OF NE, LLC		
Fund: 111 - GENERAL		
INTERNET CAMPGROUND	PHONE & INTERNET	17.95
INTERNET WESTMOOR POOL	PHONE & INTERNET	17.95
		Fund 111 - GENERAL Total: 35.90
		Vendor 05696 - INVENTIVE WIRELESS OF NE, LLC Total: 35.90
Vendor: 10175 - JACOBUCCI CARSON		
Fund: 111 - GENERAL		
LEGAL FEES-PD	LEGAL FEES	23.45
		Fund 111 - GENERAL Total: 23.45
		Vendor 10175 - JACOBUCCI CARSON Total: 23.45
Vendor: 10174 - JACOBUCCI ERIC		
Fund: 111 - GENERAL		
LEGAL FEES-PD	LEGAL FEES	20.00
		Fund 111 - GENERAL Total: 20.00
		Vendor 10174 - JACOBUCCI ERIC Total: 20.00
Vendor: 10003 - KANZLER MIKE		
Fund: 621 - ENVIRONMENTAL SERVICES		
CLOTHING & UNIFORMS	UNIFORMS & CLOTHING	9.36
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING	85.59
		Fund 621 - ENVIRONMENTAL SERVICES Total: 94.95
		Vendor 10003 - KANZLER MIKE Total: 94.95
Vendor: 00014 - KEEP SCOTTSLUFF-GERING BEAUTIFUL		
Fund: 621 - ENVIRONMENTAL SERVICES		
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES	5,000.00
		Fund 621 - ENVIRONMENTAL SERVICES Total: 5,000.00
Fund: 661 - STORMWATER		
CONTRACTUAL SVC	CONTRACTUAL SERVICES	11,500.00
		Fund 661 - STORMWATER Total: 11,500.00
		Vendor 00014 - KEEP SCOTTSLUFF-GERING BEAUTIFUL Total: 16,500.00
Vendor: 09747 - KNOW HOW LLC		
Fund: 111 - GENERAL		
EQUIP MAINT PARK	EQUIPMENT MAINTENANCE	3.61
EQUIP MAINT PARK	EQUIPMENT MAINTENANCE	20.71
STRUT SUPPORT AND SILICONE ...	DEPARTMENT SUPPLIES	43.96
		Fund 111 - GENERAL Total: 68.28
Fund: 212 - TRANSPORTATION		
SUPP - PLUG IN & LED	DEPARTMENT SUPPLIES	45.26
		Fund 212 - TRANSPORTATION Total: 45.26
Fund: 621 - ENVIRONMENTAL SERVICES		
OIL DRY FOR SHOP	DEPARTMENT SUPPLIES	52.86
HEAED LAMPS FOR FLEET	VEHICLE MAINTENANCE	8.80
		Fund 621 - ENVIRONMENTAL SERVICES Total: 61.66
Fund: 631 - WASTEWATER		
DEPT SUP	DEPARTMENT SUPPLIES	119.57
		Fund 631 - WASTEWATER Total: 119.57

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Description (Payable)	Account Name	Amount
Fund: 725 - CENTRAL GARAGE		
POLICE STOCK- MIRROR ADHES...	EQUIPMENT MAINTENANCE	2.43
TRANS #430- OXYGEN SENSOR	EQUIPMENT MAINTENANCE	27.71
CENTRAL GARAGE- CABLE BUSH...	DEPARTMENT SUPPLIES	13.04
PARKS #324- OIL FILTER	EQUIPMENT MAINTENANCE	2.98
PARKS #304- DOOR HANDLE	EQUIPMENT MAINTENANCE	95.98
CENTRAL GARAGE- RUGLYDE L...	DEPARTMENT SUPPLIES	11.99
ES #818- HYD FILTER	EQUIPMENT MAINTENANCE	99.44
CENTRAL GARAGE- CLOCK SPRI...	DEPARTMENT SUPPLIES	151.72
ES #818- TEE CONNECTOR	EQUIPMENT MAINTENANCE	5.68
WW #985- HYD HOSE FITTINGS	EQUIPMENT MAINTENANCE	27.32
CENTRAL GARAGE- RETURNED ...	DEPARTMENT SUPPLIES	-13.04
		Fund 725 - CENTRAL GARAGE Total: 425.25
		Vendor 09747 - KNOW HOW LLC Total: 720.02
Vendor: 10134 - LEE BHM CORP		
Fund: 111 - GENERAL		
ADVERTISING	LEGAL PUBLICATIONS	34.71
ADVERTISING	LEGAL PUBLICATIONS	464.23
ADVERTISING	LEGAL PUBLICATIONS	11.40
ADVERTISING	LEGAL PUBLICATIONS	44.91
ADVERTISING	RECRUITMENT	762.70
		Fund 111 - GENERAL Total: 1,317.95
Fund: 224 - ECONOMIC DEVELOPMENT		
ADVERTISING	PUBLICATIONS	38.85
		Fund 224 - ECONOMIC DEVELOPMENT Total: 38.85
		Vendor 10134 - LEE BHM CORP Total: 1,356.80
Vendor: 09590 - LEXISNEXIS RISK DATA MANAGEMENT		
Fund: 111 - GENERAL		
CONSULTING-PD	CONSULTING SERVICES	100.00
		Fund 111 - GENERAL Total: 100.00
		Vendor 09590 - LEXISNEXIS RISK DATA MANAGEMENT Total: 100.00
Vendor: 09760 - MACQUEEN EQUIPMENT INC		
Fund: 631 - WASTEWATER		
EQUIP MAINT	EQUIPMENT MAINTENANCE	196.99
EQUIP MAINT	EQUIPMENT MAINTENANCE	1,175.90
EQUIP MAINT	EQUIPMENT MAINTENANCE	518.90
		Fund 631 - WASTEWATER Total: 1,891.79
		Vendor 09760 - MACQUEEN EQUIPMENT INC Total: 1,891.79
Vendor: 05099 - MARKETING CONSULTANTS		
Fund: 621 - ENVIRONMENTAL SERVICES		
TRASH CAN PROHIBITED STICKE...	DEPARTMENT SUPPLIES	300.00
		Fund 621 - ENVIRONMENTAL SERVICES Total: 300.00
		Vendor 05099 - MARKETING CONSULTANTS Total: 300.00
Vendor: 07628 - MENARDS, INC		
Fund: 111 - GENERAL		
DEPT SUPP PARK	DEPARTMENT SUPPLIES	24.99
DEPT SUPP PARK	DEPARTMENT SUPPLIES	343.40
FUSE FOR HVAC IN KITCHEN	DEPARTMENT SUPPLIES	3.44
DEPT SUPPLIES	DEPARTMENT SUPPLIES	93.14
DEPT SUPP PARK	DEPARTMENT SUPPLIES	39.98
		Fund 111 - GENERAL Total: 504.95
Fund: 212 - TRANSPORTATION		
SUPP - IRONHOLD CONTR TRANS	DEPARTMENT SUPPLIES	23.98
SUPP - AIR FILTERS FOR T.S. TR...	DEPARTMENT SUPPLIES	80.27
SUPP - EPOXY & TAPE TRANS	DEPARTMENT SUPPLIES	18.53
SUPP - AIR HOSE, BLOW GUN T...	DEPARTMENT SUPPLIES	35.47

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Description (Payable)	Account Name	Amount
SUPP - WATER PIPES, CPLGS TR...	DEPARTMENT SUPPLIES	10.34
SUPP - CLAMPS & CPLGS TRANS	DEPARTMENT SUPPLIES	4.48
SUPP - CPLGS, TEE, CLAMPS, EL...	DEPARTMENT SUPPLIES	1.96
SUPP - WASHER, BOLTS, NUT T...	DEPARTMENT SUPPLIES	12.17
Fund 212 - TRANSPORTATION Total:		187.20
Fund: 213 - CEMETERY		
DEPT SUPP CEM	DEPARTMENT SUPPLIES	199.92
DEPT SUPP CEM	DEPARTMENT SUPPLIES	4.82
Fund 213 - CEMETERY Total:		204.74
Fund: 621 - ENVIRONMENTAL SERVICES		
CLEANING & BREAK ROOM SUP...	DEPARTMENT SUPPLIES	81.72
Fund 621 - ENVIRONMENTAL SERVICES Total:		81.72
Fund: 631 - WASTEWATER		
DEPT SUP	DEPARTMENT SUPPLIES	97.54
DEPT SUP	DEPARTMENT SUPPLIES	21.03
EQUIP MAINT	EQUIPMENT MAINTENANCE	22.98
DEPT SUP	DEPARTMENT SUPPLIES	77.25
DEPT SUP	DEPARTMENT SUPPLIES	87.90
Fund 631 - WASTEWATER Total:		306.70
Fund: 641 - WATER		
DEPT SUP	DEPARTMENT SUPPLIES	260.07
Fund 641 - WATER Total:		260.07
Vendor 07628 - MENARDS, INC Total:		1,545.38
Vendor: 07938 - MIDWEST CONNECT, LLC		
Fund: 111 - GENERAL		
DEPT SUPPL-PD	DEPARTMENT SUPPLIES	210.00
Fund 111 - GENERAL Total:		210.00
Vendor 07938 - MIDWEST CONNECT, LLC Total:		210.00
Vendor: 01230 - MIZE, ROBERT		
Fund: 621 - ENVIRONMENTAL SERVICES		
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING	194.96
Fund 621 - ENVIRONMENTAL SERVICES Total:		194.96
Vendor 01230 - MIZE, ROBERT Total:		194.96
Vendor: 00490 - MUNICIPAL SUPPLY INC. OF NEBRASKA		
Fund: 641 - WATER		
DEPT SUP	DEPARTMENT SUPPLIES	3,599.49
DEPT SUP	DEPARTMENT SUPPLIES	3,065.81
Fund 641 - WATER Total:		6,665.30
Vendor 00490 - MUNICIPAL SUPPLY INC. OF NEBRASKA Total:		6,665.30
Vendor: 04082 - NE CHILD SUPPORT PAYMENT CENTER		
Fund: 713 - CASH & INVESTMENT POOL		
NE CHILD SUPPORT PYBLE	CHILD SUPPORT EE PAY	916.60
Fund 713 - CASH & INVESTMENT POOL Total:		916.60
Vendor 04082 - NE CHILD SUPPORT PAYMENT CENTER Total:		916.60
Vendor: 00233 - NE DEPT OF ENVIRONMENTAL CONTR		
Fund: 621 - ENVIRONMENTAL SERVICES		
POST CLOSURE CARE	POST CLOSURE CARE	2,100.00
Fund 621 - ENVIRONMENTAL SERVICES Total:		2,100.00
Vendor 00233 - NE DEPT OF ENVIRONMENTAL CONTR Total:		2,100.00
Vendor: 00797 - NE DEPT OF REVENUE		
Fund: 111 - GENERAL		
TAXES	SALES TAX PAYABLE	786.33
Fund 111 - GENERAL Total:		786.33
Fund: 641 - WATER		
TAXES	SALES TAX PAYABLE	13,990.61

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Description (Payable)	Account Name	Amount
TAXES	SALES TAX PAYABLE	20,337.75
Fund 641 - WATER Total:		34,328.36
Fund: 661 - STORMWATER		
TAXES	SALES TAX PAYABLE	693.40
Fund 661 - STORMWATER Total:		693.40
Fund: 713 - CASH & INVESTMENT POOL		
WITHHOLDINGS	STATE W/H EE PAYABLE	20,118.54
Fund 713 - CASH & INVESTMENT POOL Total:		20,118.54
Vendor 00797 - NE DEPT OF REVENUE Total:		55,926.63
Vendor: 00731 - NE.DEPT. OF LABOR UNEMPLOYMENT		
Fund: 811 - UNEMPLOYMENT COMP		
2ND QTR 2020 - UNEMPLOYME... PAYMENT TO STATE		479.86
Fund 811 - UNEMPLOYMENT COMP Total:		479.86
Vendor 00731 - NE.DEPT. OF LABOR UNEMPLOYMENT Total:		479.86
Vendor: 04460 - NEBRASKA INTERACTIVE, LLC		
Fund: 111 - GENERAL		
ANNUAL FEE	CONSULTING SERVICES	100.00
Fund 111 - GENERAL Total:		100.00
Vendor 04460 - NEBRASKA INTERACTIVE, LLC Total:		100.00
Vendor: 00578 - NEBRASKA PUBLIC POWER DISTRICT		
Fund: 111 - GENERAL		
Electric	ELECTRICITY	674.26
Electric	ELECTRICITY	991.33
Electric	ELECTRICITY	39.63
Electric	ELECTRICITY	90.58
Electric	ELECTRICITY	991.32
Electric	ELECTRICITY	243.15
Electric	ELECTRICITY	2,409.73
Electric	ELECTRICITY	3,186.92
Electric	ELECTRICITY	717.69
Electric	ELECTRICITY	32.92
Electric	STREET LIGHTS	100.40
Fund 111 - GENERAL Total:		9,477.93
Fund: 212 - TRANSPORTATION		
Electric	ELECTRICITY	581.23
Electric	ELECTRIC POWER	1,653.55
Electric	STREET LIGHTS	27,907.82
Fund 212 - TRANSPORTATION Total:		30,142.60
Fund: 213 - CEMETERY		
Electric	ELECTRICITY	978.22
Fund 213 - CEMETERY Total:		978.22
Fund: 216 - BUSINESS IMPROVEMENT		
Electric	STREET LIGHTS	85.42
Fund 216 - BUSINESS IMPROVEMENT Total:		85.42
Fund: 621 - ENVIRONMENTAL SERVICES		
Electric	ELECTRICITY	606.18
Fund 621 - ENVIRONMENTAL SERVICES Total:		606.18
Fund: 631 - WASTEWATER		
Electric	ELECTRICITY	685.28
Electric	ELECTRIC POWER	45.83
Fund 631 - WASTEWATER Total:		731.11
Fund: 641 - WATER		
Electric	ELECTRICITY	20.30
Electric	ELECTRIC POWER	361.08
Fund 641 - WATER Total:		381.38

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Description (Payable)	Account Name	Amount
Fund: 725 - CENTRAL GARAGE		
Electric	ELECTRICITY	162.10
		Fund 725 - CENTRAL GARAGE Total: 162.10
		Vendor 00578 - NEBRASKA PUBLIC POWER DISTRICT Total: 42,564.94
 Vendor: 00632 - NEBRASKA RURAL RADIO ASSOCIATION		
Fund: 661 - STORMWATER		
CONTRACTUAL SVC	CONTRACTUAL SERVICES	100.00
CONTRACTUAL SVC	CONTRACTUAL SERVICES	100.00
CONTRACTUAL SVC	CONTRACTUAL SERVICES	247.50
		Fund 661 - STORMWATER Total: 447.50
		Vendor 00632 - NEBRASKA RURAL RADIO ASSOCIATION Total: 447.50
 Vendor: 00483 - NEBRASKA STATE HISTORICAL SOCIETY		
Fund: 111 - GENERAL		
Sbscrp. rrw.	SUBSCRIPTIONS	35.00
		Fund 111 - GENERAL Total: 35.00
		Vendor 00483 - NEBRASKA STATE HISTORICAL SOCIETY Total: 35.00
 Vendor: 04198 - NEBRASKALAND TIRE, INC		
Fund: 725 - CENTRAL GARAGE		
POLICE #9- TIRE	EQUIPMENT MAINTENANCE	149.99
		Fund 725 - CENTRAL GARAGE Total: 149.99
		Vendor 04198 - NEBRASKALAND TIRE, INC Total: 149.99
 Vendor: 09555 - NELSON TRENT		
Fund: 725 - CENTRAL GARAGE		
CENTRAL GARAGE- AIR BRAKE	DEPARTMENT SUPPLIES	268.97
CENTRAL GARAGE- RUBBER FITT..	DEPARTMENT SUPPLIES	281.31
		Fund 725 - CENTRAL GARAGE Total: 550.28
		Vendor 09555 - NELSON TRENT Total: 550.28
 Vendor: 00139 - NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF		
Fund: 111 - GENERAL		
GROUND MAINT PARK	GROUNDS MAINTENANCE	2.35
		Fund 111 - GENERAL Total: 2.35
		Vendor 00139 - NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF Total: 2.35
 Vendor: 00285 - OREGON TRAIL PLUMBING, HEATING & COOLING INC		
Fund: 621 - ENVIRONMENTAL SERVICES		
SHOP A/C REPAIRS	BUILDING MAINTENANCE	203.00
		Fund 621 - ENVIRONMENTAL SERVICES Total: 203.00
		Vendor 00285 - OREGON TRAIL PLUMBING, HEATING & COOLING INC Total: 203.00
 Vendor: 10173 - PAIGE'S POSIES		
Fund: 216 - BUSINESS IMPROVEMENT		
CONTRACT - BID PARKING LOT	CONTRACTUAL SERVICES	2,700.00
		Fund 216 - BUSINESS IMPROVEMENT Total: 2,700.00
 Fund: 641 - WATER		
CONTRACTUAL SVC	CONTRACTUAL SERVICES	540.00
		Fund 641 - WATER Total: 540.00
 Fund: 661 - STORMWATER		
CONTRACTUAL SVC	CONTRACTUAL SERVICES	2,700.00
		Fund 661 - STORMWATER Total: 2,700.00
		Vendor 10173 - PAIGE'S POSIES Total: 5,940.00
 Vendor: 00550 - PANHANDLE COOPERATIVE ASSOCIATION		
Fund: 111 - GENERAL		
FUEL FOR FD USE OF ADMIN CAR	GASOLINE	30.91
GASOLINE-PD	GASOLINE	3,082.81
FUEL	GASOLINE	1,125.60
FUEL	OTHER FUEL	1,557.50

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Description (Payable)	Account Name	Amount
FUEL	GASOLINE	59.44
AUGUST GASOLINE	GASOLINE	167.30
FUEL CREDIT	GASOLINE	-35.96
FUEL CREDIT	GASOLINE	-7.57
Fund 111 - GENERAL Total:		5,980.03
Fund: 212 - TRANSPORTATION		
UNLEADED GASOLINE	GASOLINE	1,023.08
UNLEADED GASOLINE	OTHER FUEL	1,137.91
Fund 212 - TRANSPORTATION Total:		2,160.99
Fund: 213 - CEMETERY		
FUEL	GASOLINE	44.11
Fund 213 - CEMETERY Total:		44.11
Fund: 621 - ENVIRONMENTAL SERVICES		
FLEET FUEL	GASOLINE	698.12
FLEET FUEL	OTHER FUEL	4,650.63
Fund 621 - ENVIRONMENTAL SERVICES Total:		5,348.75
Fund: 631 - WASTEWATER		
FUEL	GASOLINE	401.24
FUEL	OTHER FUEL	527.27
Fund 631 - WASTEWATER Total:		928.51
Fund: 641 - WATER		
FUEL	GASOLINE	722.22
FUEL	OTHER FUEL	137.00
Fund 641 - WATER Total:		859.22
Fund: 661 - STORMWATER		
FUEL	GASOLINE	28.23
Fund 661 - STORMWATER Total:		28.23
Vendor 00550 - PANHANDLE COOPERATIVE ASSOCIATION Total:		15,349.84
Vendor: 00487 - PANHANDLE ENVIRONMENTAL SERVICES INC		
Fund: 641 - WATER		
SAMPLES	SAMPLES	60.00
Fund 641 - WATER Total:		60.00
Vendor 00487 - PANHANDLE ENVIRONMENTAL SERVICES INC Total:		60.00
Vendor: 00727 - PAUL D LEE		
Fund: 621 - ENVIRONMENTAL SERVICES		
CLOTHING & UNIFORMS	UNIFORMS & CLOTHING	47.48
Fund 621 - ENVIRONMENTAL SERVICES Total:		47.48
Vendor 00727 - PAUL D LEE Total:		47.48
Vendor: 01276 - PLATTE VALLEY BANK		
Fund: 713 - CASH & INVESTMENT POOL		
HEALTH SAVINGS ACCOUNT	HSA EE PAYABLE	10,521.50
Fund 713 - CASH & INVESTMENT POOL Total:		10,521.50
Vendor 01276 - PLATTE VALLEY BANK Total:		10,521.50
Vendor: 09807 - POLYDYNE INC		
Fund: 631 - WASTEWATER		
CHEMICALS	CHEMICALS	5,379.93
Fund 631 - WASTEWATER Total:		5,379.93
Vendor 09807 - POLYDYNE INC Total:		5,379.93
Vendor: 00796 - POWERPLAN		
Fund: 725 - CENTRAL GARAGE		
PARKS #308- ALTERNATOR	EQUIPMENT MAINTENANCE	379.08
PARKS #308- ALTERNATOR COR...	EQUIPMENT MAINTENANCE	-50.00
Fund 725 - CENTRAL GARAGE Total:		329.08
Vendor 00796 - POWERPLAN Total:		329.08

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Description (Payable)	Account Name	Amount
Vendor: 00266 - QUILL CORPORATION		
Fund: 111 - GENERAL		
DEPT/INVEST SUPPL-PD	DEPARTMENT SUPPLIES	31.35
DEPT/INVEST SUPPL-PD	INVESTIGATIVE EXPENSES	39.19
DEPT SUPPL-PD	DEPARTMENT SUPPLIES	8.97
	Fund 111 - GENERAL Total:	79.51
	Vendor 00266 - QUILL CORPORATION Total:	79.51
Vendor: 01502 - REAMS SPRINKLER SUPPLY CO.		
Fund: 213 - CEMETERY		
DEPT SUPP CEM	DEPARTMENT SUPPLIES	81.00
DEPT SUPP CEM	DEPARTMENT SUPPLIES	1,002.22
	Fund 213 - CEMETERY Total:	1,083.22
	Vendor 01502 - REAMS SPRINKLER SUPPLY CO. Total:	1,083.22
Vendor: 04576 - REGANIS AUTO CENTER, INC		
Fund: 725 - CENTRAL GARAGE		
POLICE #6- HANDLE	EQUIPMENT MAINTENANCE	117.70
	Fund 725 - CENTRAL GARAGE Total:	117.70
	Vendor 04576 - REGANIS AUTO CENTER, INC Total:	117.70
Vendor: 04089 - REGIONAL CARE INC		
Fund: 812 - HEALTH INSURANCE		
CLAIMS	CLAIMS EXPENSE	31,898.07
CLAIMS	CLAIMS EXPENSE	47,526.34
	Fund 812 - HEALTH INSURANCE Total:	79,424.41
	Vendor 04089 - REGIONAL CARE INC Total:	79,424.41
Vendor: 00798 - REGISTER OF DEEDS		
Fund: 111 - GENERAL		
PERMANENT EASEMENT MVP	PATHWAY	28.00
	Fund 111 - GENERAL Total:	28.00
Fund: 213 - CEMETERY		
LEGAL-DEED	LEGAL FEES	10.00
LEGAL DEED	LEGAL FEES	10.00
LEGAL DEED	LEGAL FEES	10.00
LEGAL DEED	LEGAL FEES	10.00
LEGAL DEED	LEGAL FEES	10.00
	Fund 213 - CEMETERY Total:	50.00
	Vendor 00798 - REGISTER OF DEEDS Total:	78.00
Vendor: 02324 - RON'S TOWING		
Fund: 111 - GENERAL		
TOW SERVICE-PD	CONTRACTUAL SERVICES	175.00
	Fund 111 - GENERAL Total:	175.00
	Vendor 02324 - RON'S TOWING Total:	175.00
Vendor: 09489 - RYAN R KUMM		
Fund: 631 - WASTEWATER		
EQUIP MAINT	EQUIPMENT MAINTENANCE	90.00
	Fund 631 - WASTEWATER Total:	90.00
	Vendor 09489 - RYAN R KUMM Total:	90.00
Vendor: 00026 - S M E C		
Fund: 713 - CASH & INVESTMENT POOL		
SMEC	SMEC EE PAYABLE	129.50
	Fund 713 - CASH & INVESTMENT POOL Total:	129.50
	Vendor 00026 - S M E C Total:	129.50

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
Vendor: 00257 - SANDBERG IMPLEMENT, INC		
Fund: 212 - TRANSPORTATION		
AIR FILTERS FOR GRINDLAZR	EQUIPMENT MAINTENANCE	133.40
		Fund 212 - TRANSPORTATION Total:
		133.40
Fund: 725 - CENTRAL GARAGE		
TRANS #4150- ELEMENT	EQUIPMENT MAINTENANCE	23.76
		Fund 725 - CENTRAL GARAGE Total:
		23.76
		Vendor 00257 - SANDBERG IMPLEMENT, INC Total:
		157.16
Vendor: 02531 - SCB FIREFIGHTERS UNION LOCAL 1454		
Fund: 713 - CASH & INVESTMENT POOL		
FIRE EE DUES	FIRE UNION DUES EE PAY	300.00
		Fund 713 - CASH & INVESTMENT POOL Total:
		300.00
		Vendor 02531 - SCB FIREFIGHTERS UNION LOCAL 1454 Total:
		300.00
Vendor: 09034 - SCOTT MURDOCK		
Fund: 631 - WASTEWATER		
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING	-299.91
		Fund 631 - WASTEWATER Total:
		-299.91
		Vendor 09034 - SCOTT MURDOCK Total:
		-299.91
Vendor: 09759 - SCOTTIES POTTIES INC		
Fund: 111 - GENERAL		
CONTRACTUAL	CONTRACTUAL SERVICES	360.00
		Fund 111 - GENERAL Total:
		360.00
		Vendor 09759 - SCOTTIES POTTIES INC Total:
		360.00
Vendor: 00852 - SCOTTS BLUFF COUNTY COURT		
Fund: 111 - GENERAL		
LEGAL FEES-PD	LEGAL FEES	187.00
		Fund 111 - GENERAL Total:
		187.00
		Vendor 00852 - SCOTTS BLUFF COUNTY COURT Total:
		187.00
Vendor: 00704 - SCOTTSBLUFF MOTOR CO, INC		
Fund: 725 - CENTRAL GARAGE		
WW #954- CABLE	EQUIPMENT MAINTENANCE	26.70
		Fund 725 - CENTRAL GARAGE Total:
		26.70
		Vendor 00704 - SCOTTSBLUFF MOTOR CO, INC Total:
		26.70
Vendor: 00273 - SCOTTSBLUFF POLICE OFFICERS ASSOCIATION		
Fund: 713 - CASH & INVESTMENT POOL		
POLICE EE DUES	POL UNION DUES EE PAY	1,053.00
		Fund 713 - CASH & INVESTMENT POOL Total:
		1,053.00
		Vendor 00273 - SCOTTSBLUFF POLICE OFFICERS ASSOCIATION Total:
		1,053.00
Vendor: 01271 - SCOTTSBLUFF SCREENPRINTING & EMBROIDERY, LLC		
Fund: 641 - WATER		
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING	398.04
		Fund 641 - WATER Total:
		398.04
		Vendor 01271 - SCOTTSBLUFF SCREENPRINTING & EMBROIDERY, LLC Total:
		398.04
Vendor: 00684 - SHERIFF'S OFFICE		
Fund: 111 - GENERAL		
LEGAL FEES-PD	LEGAL FEES	21.66
LEGAL FEES-PD	LEGAL FEES	21.66
LEGAL FEES-PD	LEGAL FEES	21.66
LEGAL FEES-PD	LEGAL FEES	21.66
LEGAL FEES-PD	LEGAL FEES	9.00
LEGAL FEES-PD	LEGAL FEES	21.66
LEGAL FEES-PD	LEGAL FEES	9.00
LEGAL FEES-PD	LEGAL FEES	9.00
LEGAL FEES-PD	LEGAL FEES	21.66

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
LEGAL FEES-PD	LEGAL FEES	21.66
		Fund 111 - GENERAL Total: 178.62
		Vendor 00684 - SHERIFF'S OFFICE Total: 178.62
 Vendor: 00021 - SIMMONS OLSEN LAW FIRM, P.C.		
Fund: 111 - GENERAL		
CONTRACTUAL-PD	CONTRACTUAL SERVICES	4,167.18
CONTRACTUAL	CONTRACTUAL SERVICES	6,264.61
CONTRACTUAL	CONTRACTUAL SERVICES	256.50
CONTRACTUAL	PATHWAY	445.50
		Fund 111 - GENERAL Total: 11,133.79
 Fund: 224 - ECONOMIC DEVELOPMENT		
CONTRACTUAL	CONTRACTUAL SERVICES	2,940.00
CONTRACTUAL	CONTRACTUAL SERVICES	600.00
CONTRACTUAL	CONTRACTUAL SERVICES	665.00
CONTRACTUAL	CONTRACTUAL SERVICES	787.50
CONTRACTUAL	CONTRACTUAL SERVICES	192.50
CONTRACTUAL	CONTRACTUAL SERVICES	35.00
CONTRACTUAL	CONTRACTUAL SERVICES	42.50
CONTRACTUAL	CONTRACTUAL SERVICES	360.00
CONTRACTUAL	CONTRACTUAL SERVICES	418.50
CONTRACTUAL	CONTRACTUAL SERVICES	435.00
CONTRACTUAL	CONTRACTUAL SERVICES	75.00
CONTRACTUAL	CONTRACTUAL SERVICES	81.00
CONTRACTUAL	CONTRACTUAL SERVICES	105.00
CONTRACTUAL	CONTRACTUAL SERVICES	105.00
CONTRACTUAL	CONTRACTUAL SERVICES	120.00
CONTRACTUAL	CONTRACTUAL SERVICES	165.00
CONTRACTUAL	CONTRACTUAL SERVICES	420.00
CONTRACTUAL	CONTRACTUAL SERVICES	180.00
		Fund 224 - ECONOMIC DEVELOPMENT Total: 7,727.00
 Fund: 621 - ENVIRONMENTAL SERVICES		
CONTRACTUAL	CONTRACTUAL SERVICES	1,836.00
		Fund 621 - ENVIRONMENTAL SERVICES Total: 1,836.00
		Vendor 00021 - SIMMONS OLSEN LAW FIRM, P.C. Total: 20,696.79
 Vendor: 01031 - SIMON CONTRACTORS		
Fund: 212 - TRANSPORTATION		
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE	1,371.30
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE	1,120.00
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE	432.25
		Fund 212 - TRANSPORTATION Total: 2,923.55
		Vendor 01031 - SIMON CONTRACTORS Total: 2,923.55
 Vendor: 00513 - SNELL SERVICES INC.		
Fund: 111 - GENERAL		
ELECTRICAL PARK	ELECTRICAL MAINTENANCE	76.50
		Fund 111 - GENERAL Total: 76.50
		Vendor 00513 - SNELL SERVICES INC. Total: 76.50
 Vendor: 09663 - SOUNDSLEEPER SECURITY INC.		
Fund: 212 - TRANSPORTATION		
MAINTENANCE SERVICE PACKA...	EQUIPMENT MAINTENANCE	400.00
		Fund 212 - TRANSPORTATION Total: 400.00
		Vendor 09663 - SOUNDSLEEPER SECURITY INC. Total: 400.00
 Vendor: 04741 - SPENCER, KEVIN		
Fund: 111 - GENERAL		
TUITION REIMB. - FY 2019-2020	TUITION SUPPORT	600.00
		Fund 111 - GENERAL Total: 600.00
		Vendor 04741 - SPENCER, KEVIN Total: 600.00

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
Vendor: 09542 - SUBWAY 6906		
Fund: 111 - GENERAL		
CIVIL SERVICE EXAM - LUNCH 9-...RECRUITMENT		47.93
	Fund 111 - GENERAL Total:	47.93
	Vendor 09542 - SUBWAY 6906 Total:	47.93
Vendor: 01325 - THE PEAVEY CORP		
Fund: 111 - GENERAL		
INVEST SUPPL-PD	INVESTIGATIVE EXPENSES	26.50
	Fund 111 - GENERAL Total:	26.50
	Vendor 01325 - THE PEAVEY CORP Total:	26.50
Vendor: 05087 - TRAFFIC PARTS, INC		
Fund: 212 - TRANSPORTATION		
LED'S FOR TRAFFIC SIGNALS	DEPARTMENT SUPPLIES	1,974.06
	Fund 212 - TRANSPORTATION Total:	1,974.06
	Vendor 05087 - TRAFFIC PARTS, INC Total:	1,974.06
Vendor: 00568 - TWIN CITY AUTO, INC		
Fund: 212 - TRANSPORTATION		
PLOW PARTS - FRAME, CUTTING.. VEHICLE MAINTENANCE		2,402.42
HINGE PIN FOR SNOW PLOW	EQUIPMENT MAINTENANCE	37.80
	Fund 212 - TRANSPORTATION Total:	2,440.22
	Vendor 00568 - TWIN CITY AUTO, INC Total:	2,440.22
Vendor: 01337 - TWIN CITY ROOFING & SHEETMETAL, INC		
Fund: 215 - SPECIAL PROJECTS		
TRANSPORTATION FACILITIES H... INSURED REPAIRS/REPLACE		126,607.52
	Fund 215 - SPECIAL PROJECTS Total:	126,607.52
	Vendor 01337 - TWIN CITY ROOFING & SHEETMETAL, INC Total:	126,607.52
Vendor: 09865 - UNION BANK & TRUST		
Fund: 713 - CASH & INVESTMENT POOL		
RETIREMENT	REGULAR RETIRE EE PAY	8,071.57
RETIREMENT	REGULAR RETIRE EE PAY	8,344.67
RETIREMENT	DEFERRED COMP EE PAY	490.00
RETIREMENT	DEFERRED COMP EE PAY	1,742.62
RETIREMENT	RETIRE FIRE EE PAYABLE	5,371.99
RETIREMENT	RETIRE FIRE EE PAYABLE	2,850.96
RETIREMENT	RETIRE POLICE EE PAY	7,493.39
RETIREMENT	RETIRE POLICE EE PAY	7,112.77
	Fund 713 - CASH & INVESTMENT POOL Total:	41,477.97
	Vendor 09865 - UNION BANK & TRUST Total:	41,477.97
Vendor: 01217 - US BANK		
Fund: 212 - TRANSPORTATION		
FEES - NE GO PA 2015	ADMIN COSTS & FEES	400.00
	Fund 212 - TRANSPORTATION Total:	400.00
	Vendor 01217 - US BANK Total:	400.00
Vendor: 10177 - WAKEFIELD & ASSOCIATES INC		
Fund: 713 - CASH & INVESTMENT POOL		
WAGE ATTACHMENT	WAGE ATTACHMENT EE PAY	144.96
	Fund 713 - CASH & INVESTMENT POOL Total:	144.96
	Vendor 10177 - WAKEFIELD & ASSOCIATES INC Total:	144.96
Vendor: 06089 - WESTERN COOPERATIVE COMPANY		
Fund: 111 - GENERAL		
DEPT SUPP PARK	DEPARTMENT SUPPLIES	150.18
	Fund 111 - GENERAL Total:	150.18

Expense Approval Report

Post Dates: 9/9/2020 - 9/21/2020

Description (Payable)	Account Name	Amount
Fund: 212 - TRANSPORTATION		
SUPP - WASHERS & SHANK	DEPARTMENT SUPPLIES	6.14
		Fund 212 - TRANSPORTATION Total:
		6.14
		Vendor 06089 - WESTERN COOPERATIVE COMPANY Total:
		156.32
Vendor: 00344 - WESTERN PATHOLOGY CONSULTANTS, INC		
Fund: 111 - GENERAL		
DOT TESTING - AUGUST 2020	CONTRACTUAL SERVICES	225.00
		Fund 111 - GENERAL Total:
		225.00
		Vendor 00344 - WESTERN PATHOLOGY CONSULTANTS, INC Total:
		225.00
Vendor: 04430 - WESTERN TRAVEL TERMINAL, LLC		
Fund: 111 - GENERAL		
VEH MAINT-PD	VEHICLE MAINTENANCE	504.00
UNIT 2 CARWASH	DEPARTMENT SUPPLIES	13.00
		Fund 111 - GENERAL Total:
		517.00
Fund: 631 - WASTEWATER		
VEH MAINT	VEHICLE MAINTENANCE	39.00
		Fund 631 - WASTEWATER Total:
		39.00
Fund: 661 - STORMWATER		
VEH MAINT	VEHICLE MAINTENANCE	13.00
		Fund 661 - STORMWATER Total:
		13.00
		Vendor 04430 - WESTERN TRAVEL TERMINAL, LLC Total:
		569.00
Vendor: 03709 - WYOMING CHILD SUPPORT ENFORCEMENT		
Fund: 713 - CASH & INVESTMENT POOL		
CHILD SUPPORT	CHILD SUPPORT EE PAY	738.08
		Fund 713 - CASH & INVESTMENT POOL Total:
		738.08
		Vendor 03709 - WYOMING CHILD SUPPORT ENFORCEMENT Total:
		738.08
Vendor: 07239 - WYOMING FIRST AID & SAFETY SUPPLY, LLC		
Fund: 213 - CEMETERY		
DEPT SUPP CEM	DEPARTMENT SUPPLIES	11.27
		Fund 213 - CEMETERY Total:
		11.27
		Vendor 07239 - WYOMING FIRST AID & SAFETY SUPPLY, LLC Total:
		11.27
		Grand Total:
		1,382,396.36

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
111 - GENERAL	41,902.93	786.33
212 - TRANSPORTATION	46,223.12	0.00
213 - CEMETERY	2,371.56	0.00
215 - SPECIAL PROJECTS	126,607.52	0.00
216 - BUSINESS IMPROVEMENT	2,785.42	0.00
218 - PUBLIC SAFETY	116,360.50	0.00
224 - ECONOMIC DEVELOPMENT	7,765.85	0.00
311 - DEBT SERVICE	739,068.10	0.00
621 - ENVIRONMENTAL SERVICES	63,121.96	0.00
631 - WASTEWATER	9,671.32	0.00
641 - WATER	51,087.58	34,328.36
661 - STORMWATER	17,147.13	693.40
713 - CASH & INVESTMENT POOL	75,448.85	75,448.85
721 - GIS SERVICES	21.25	0.00
725 - CENTRAL GARAGE	2,909.00	0.00
811 - UNEMPLOYMENT COMP	479.86	0.00
812 - HEALTH INSURANCE	79,424.41	79,424.41
Grand Total:	1,382,396.36	190,681.35

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-21217	CONTRACTORS LIC PAYAB...	30.00	0.00
111-21311	SALES TAX PAYABLE	786.33	786.33
111-52111-111	DEPARTMENT SUPPLIES	293.46	0.00
111-52111-121	DEPARTMENT SUPPLIES	119.97	0.00
111-52111-141	DEPARTMENT SUPPLIES	269.22	0.00
111-52111-142	DEPARTMENT SUPPLIES	250.32	0.00
111-52111-151	DEPARTMENT SUPPLIES	139.22	0.00
111-52111-171	DEPARTMENT SUPPLIES	768.80	0.00
111-52121-151	JANITORIAL SUPPLIES	178.50	0.00
111-52121-171	JANITORIAL SUPPLIES	82.36	0.00
111-52163-142	INVESTIGATIVE EXPENSES	65.69	0.00
111-52181-142	UNIFORMS & CLOTHING	661.48	0.00
111-52222-151	BOOKS	1,944.08	0.00
111-52223-151	PROGRAMMING	99.80	0.00
111-52225-151	SUBSCRIPTIONS	35.00	0.00
111-52411-142	POSTAGE	91.05	0.00
111-52511-111	GASOLINE	59.44	0.00
111-52511-141	GASOLINE	198.21	0.00
111-52511-142	GASOLINE	3,082.81	0.00
111-52511-171	GASOLINE	1,082.07	0.00
111-52521-171	OTHER FUEL	1,557.50	0.00
111-53111-112	CONTRACTUAL SERVICES	225.00	0.00
111-53111-114	CONTRACTUAL SERVICES	6,521.11	0.00
111-53111-116	CONTRACTUAL SERVICES	1,466.25	0.00
111-53111-142	CONTRACTUAL SERVICES	5,291.18	0.00
111-53111-151	CONTRACTUAL SERVICES	769.37	0.00
111-53111-171	CONTRACTUAL SERVICES	360.00	0.00
111-53121-112	CONSULTING SERVICES	150.00	0.00
111-53121-142	CONSULTING SERVICES	100.00	0.00
111-53161-112	LEGAL PUBLICATIONS	34.71	0.00
111-53161-115	LEGAL PUBLICATIONS	464.23	0.00
111-53161-121	LEGAL PUBLICATIONS	11.40	0.00
111-53161-142	LEGAL PUBLICATIONS	44.91	0.00
111-53211-142	LEGAL FEES	432.52	0.00
111-53421-151	BUILDING MAINTENANCE	425.00	0.00
111-53431-171	ELECTRICAL MAINTENAN...	76.50	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-53441-111	EQUIPMENT MAINTENAN...	107.72	0.00
111-53441-142	EQUIPMENT MAINTENAN...	294.12	0.00
111-53441-171	EQUIPMENT MAINTENAN...	99.32	0.00
111-53451-141	VEHICLE MAINTENANCE	497.30	0.00
111-53451-142	VEHICLE MAINTENANCE	504.00	0.00
111-53471-171	GROUNDS MAINTENANCE	704.02	0.00
111-53511-111	ELECTRICITY	674.26	0.00
111-53511-141	ELECTRICITY	1,030.96	0.00
111-53511-142	ELECTRICITY	1,081.90	0.00
111-53511-143	ELECTRICITY	243.15	0.00
111-53511-151	ELECTRICITY	2,409.73	0.00
111-53511-171	ELECTRICITY	3,904.61	0.00
111-53511-172	ELECTRICITY	32.92	0.00
111-53551-171	STREET LIGHTS	100.40	0.00
111-53561-171	PHONE & INTERNET	17.95	0.00
111-53561-172	PHONE & INTERNET	17.95	0.00
111-53711-141	SCHOOL & CONFERENCE	131.00	0.00
111-53741-112	TUITION SUPPORT	600.00	0.00
111-53913-112	RECRUITMENT	810.63	0.00
111-54391-171	PATHWAY	473.50	0.00
212-52111-212	DEPARTMENT SUPPLIES	2,361.28	0.00
212-52171-212	STREET REPAIR SUPPLIES	753.84	0.00
212-52511-212	GASOLINE	1,023.08	0.00
212-52521-212	OTHER FUEL	1,137.91	0.00
212-53111-212	CONTRACTUAL SERVICES	233.75	0.00
212-53195-212	ADMIN COSTS & FEES	400.00	0.00
212-53441-212	EQUIPMENT MAINTENAN...	4,548.00	0.00
212-53451-212	VEHICLE MAINTENANCE	2,402.42	0.00
212-53491-212	STREET MAINTENANCE	2,923.55	0.00
212-53511-212	ELECTRICITY	581.23	0.00
212-53531-212	ELECTRIC POWER	1,653.55	0.00
212-53551-212	STREET LIGHTS	27,907.82	0.00
212-53561-212	PHONE & INTERNET	296.69	0.00
213-52111-213	DEPARTMENT SUPPLIES	1,299.23	0.00
213-52511-213	GASOLINE	44.11	0.00
213-53211-213	LEGAL FEES	50.00	0.00
213-53511-213	ELECTRICITY	978.22	0.00
215-52931-111	INSURED REPAIRS/REPLA...	126,607.52	0.00
216-53111-212	CONTRACTUAL SERVICES	2,700.00	0.00
216-53551-000	STREET LIGHTS	85.42	0.00
218-52111-142	DEPARTMENT SUPPLIES	45.00	0.00
218-54411-142	EQUIPMENT	116,315.50	0.00
224-52211-114	PUBLICATIONS	38.85	0.00
224-53111-113	CONTRACTUAL SERVICES	5,262.50	0.00
224-53111-114	CONTRACTUAL SERVICES	2,464.50	0.00
311-57111-111	DEBT SERVICE	727,756.96	0.00
311-57115-111	DEBT SERVICE-INTEREST	11,311.14	0.00
621-52111-621	DEPARTMENT SUPPLIES	673.70	0.00
621-52181-621	UNIFORMS & CLOTHING	337.39	0.00
621-52511-621	GASOLINE	698.12	0.00
621-52521-621	OTHER FUEL	4,650.63	0.00
621-53111-621	CONTRACTUAL SERVICES	6,857.25	0.00
621-53193-621	DISPOSAL FEES	46,931.89	0.00
621-53194-621	POST CLOSURE CARE	2,100.00	0.00
621-53421-621	BUILDING MAINTENANCE	203.00	0.00
621-53451-621	VEHICLE MAINTENANCE	8.80	0.00
621-53511-621	ELECTRICITY	606.18	0.00
621-53561-621	PHONE & INTERNET	55.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
631-52111-631	DEPARTMENT SUPPLIES	403.29	0.00
631-52181-631	UNIFORMS & CLOTHING	-299.91	0.00
631-52411-631	POSTAGE	243.43	0.00
631-52511-631	GASOLINE	401.24	0.00
631-52521-631	OTHER FUEL	527.27	0.00
631-52611-631	CHEMICALS	5,379.93	0.00
631-53111-631	CONTRACTUAL SERVICES	145.14	0.00
631-53441-631	EQUIPMENT MAINTENAN...	2,004.77	0.00
631-53451-631	VEHICLE MAINTENANCE	39.00	0.00
631-53511-631	ELECTRICITY	685.28	0.00
631-53531-631	ELECTRIC POWER	45.83	0.00
631-53561-631	PHONE & INTERNET	55.00	0.00
631-53571-631	CELLULAR PHONE	41.05	0.00
641-21311	SALES TAX PAYABLE	34,328.36	34,328.36
641-52111-641	DEPARTMENT SUPPLIES	9,419.40	0.00
641-52117-641	SAMPLES	60.00	0.00
641-52181-641	UNIFORMS & CLOTHING	398.04	0.00
641-52411-641	POSTAGE	127.25	0.00
641-52511-641	GASOLINE	722.22	0.00
641-52521-641	OTHER FUEL	137.00	0.00
641-52611-641	CHEMICALS	4,827.75	0.00
641-53111-641	CONTRACTUAL SERVICES	645.13	0.00
641-53511-641	ELECTRICITY	20.30	0.00
641-53531-641	ELECTRIC POWER	361.08	0.00
641-53571-641	CELLULAR PHONE	41.05	0.00
661-21311	SALES TAX PAYABLE	693.40	693.40
661-52511-661	GASOLINE	28.23	0.00
661-53111-661	CONTRACTUAL SERVICES	16,412.50	0.00
661-53451-661	VEHICLE MAINTENANCE	13.00	0.00
713-21515	STATE W/H EE PAYABLE	20,118.54	20,118.54
713-21517	POL UNION DUES EE PAY	1,053.00	1,053.00
713-21518	FIRE UNION DUES EE PAY	300.00	300.00
713-21523	LIFE INS EE PAYABLE	22.75	22.75
713-21524	SMEC EE PAYABLE	129.50	129.50
713-21527	WAGE ATTACHMENT EE ...	144.96	144.96
713-21528	REGULAR RETIRE EE PAY	16,416.24	16,416.24
713-21529	DEFERRED COMP EE PAY	2,232.62	2,232.62
713-21531	RETIRE FIRE EE PAYABLE	8,222.95	8,222.95
713-21533	RETIRE POLICE EE PAY	14,606.16	14,606.16
713-21534	DIS INC INS EE PAYABLE	25.95	25.95
713-21539	CHILD SUPPORT EE PAY	1,654.68	1,654.68
713-21541	HSA EE PAYABLE	10,521.50	10,521.50
721-53111-721	CONTRACTUAL SERVICES	21.25	0.00
725-52111-725	DEPARTMENT SUPPLIES	783.57	0.00
725-53441-725	EQUIPMENT MAINTENAN...	1,963.33	0.00
725-53511-725	ELECTRICITY	162.10	0.00
811-53851-112	PAYMENT TO STATE	479.86	0.00
812-53862-112	CLAIMS EXPENSE	79,424.41	79,424.41
	Grand Total:	1,382,396.36	190,681.35

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	1,239,477.11	190,681.35
2118652931	126,607.52	0.00
6002052511	28.23	0.00
6002053111	16,242.50	0.00
6002053451	13.00	0.00

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
7000354391	28.00	0.00
Grand Total:	1,382,396.36	190,681.35

UTILITY REFUNDS 9-21-2020

Account #	Contact	Service Address	Refund Amount
005-4355-03	LORI BARNFIELD	2509 AVE B SCOTTSBLUFF NE 69361	56.4
1			\$56.40

City of Scottsbluff, Nebraska
Monday, September 21, 2020
Regular Meeting

Item Fin Rep1

Council to receive the August 2020 Financial Report.

Staff Contact: Liz Loutzenhiser, Finance Director

City of Scottsbluff

FUND EQUITY IN CASH - YEAR TO DATE

FOR THE ELEVEN MONTHS ENDED AUGUST 31, 2020 AND 2019

Fund	Fund #	OCTOBER 1, 2018		OCTOBER 1, 2019		
		AUG 31, 2019		AUG 31, 2020		
		NET CHANGE IN CASH		NET CHANGE IN CASH		
General	111	\$ 953,689.70	\$	850,146.01		INCREASE IN SALES TAX RECEIPTS - HAIL STORM
Regional Library	211	2,443.21		4,133.95		
Transportation	212	(1,113,700.73)		379,471.64		INCREASE IN SALES TAX RECEIPTS - HAIL STORM
Cemetery	213	(72,756.66)		(26,844.17)		OPERATIONS
Cemetery Perp Care	214	44,885.86		92,776.96		
Special Projects	215	71,746.84		1,001,226.01		INSURANCE PROCEEDS - HAIL STORM
Business Improvement	216	(5,226.57)		8,204.42		
Public Safety	218	1,851.43		7,260.47		
Scb Industrial Sites	219	(100,791.60)		2,136.49		
Keno	223	(84,351.96)		(4,754.41)		
Economic Development	224	(270,981.24)		(1,147,002.78)		LB840 LOANS/GRANTS
Mutual Fire Organization	225	54,939.02		98,946.88		
Debt Service	311	65,319.12		176,829.06		
TIF	321	(169,246.82)		(166,428.86)		BONDHOLDER PAYMENTS
CDBG	411	330.88		791.54		
Leasing Corporation	412	52.12		157.65		
Capital Projects	511	(6,047.67)		3,242.20		
Environmental Services	621	807,264.99		585,113.74		
Wastewater	631	(3,244.03)		481,567.10		
Water	641	454,439.69		469,344.13		
Electric	651	15,423.10		36,895.93		
Stormwater	661	(248,818.82)		(9,515.46)		
GIS	721	(22,060.24)		(7,091.97)		
Central Garage	725	(152,988.62)		(119,072.83)		INTERNAL SERVICE FUND
Unemployment Comp	811	720.17		1,456.69		
Health Insurance	812	517,278.22		339,722.09		RE-INSURANCE/EE PREMIUM PAYMENTS IN EXCESS OF CLAIMS EXPENSE
TOTAL		\$ 740,169.39	\$	3,058,712.48		

City of Scottsbluff

Fund Equity in Cash August 31, 2020

Fund	Fund #	2 YRS PRIOR August 31, 2018	PRIOR YEAR August 31, 2019	PRIOR MONTH July 31, 2020	CURRENT MONTH August 31, 2020	MONTHLY CHANGE IN CASH
General	111	\$ 6,095,682.66	\$ 7,075,381.70	\$ 7,986,289.21	\$ 8,293,756.91	\$ 307,467.70
Regional Library	211	49,070.79	51,781.37	55,888.82	55,977.09	88.27
Transportation	212	4,562,809.98	3,284,247.50	3,632,528.43	3,691,969.22	59,440.79
Cemetery	213	(11,422.97)	(25,556.73)	60,767.62	56,876.30	(3,891.32)
Cemetery Perp Care	214	748,566.00	770,664.29	791,989.28	801,404.68	9,415.40
Special Projects	215	209,473.33	191,908.44	1,177,907.80	1,173,282.42	(4,625.38)
Business Improvement	216	253,504.79	261,190.66	261,209.71	261,804.70	594.99
Public Safety	218	373,835.89	423,320.10	459,345.77	465,460.95	6,115.18
Scb Industrial Sites	219	169,797.94	68,940.92	70,932.08	70,992.03	59.95
Keno	223	257,393.01	176,959.67	170,706.72	173,851.49	3,144.77
Economic Development	224	4,449,891.02	4,138,568.19	2,980,169.50	3,076,718.54	96,549.04
Mutual Fire Organization	225	278,213.13	333,598.85	432,457.23	431,651.42	(805.81)
Debt Service	311	3,216,085.08	3,425,391.87	3,730,793.01	3,756,694.86	25,901.85
TIF	321	194,282.26	202,940.46	203,657.76	203,829.87	172.11
CDBG	411	30,929.37	31,309.91	32,146.12	32,173.29	27.17
Leasing Corporation	412	6,764.59	6,827.57	6,994.97	7,000.88	5.91
Capital Projects	511	63,095.54	71,856.75	86,924.95	89,125.66	2,200.71
Environmental Services	621	1,660,534.62	2,494,701.04	3,094,548.71	3,148,848.90	54,300.19
Wastewater	631	2,591,591.47	2,602,934.80	3,018,014.04	3,126,949.10	108,935.06
Water	641	1,857,040.88	2,362,514.43	2,795,732.02	2,927,169.59	131,437.57
Electric	651	1,441,722.60	1,459,460.52	1,498,438.57	1,499,704.93	1,266.36
Stormwater	661	902,594.31	613,758.55	598,526.53	598,540.03	13.50
GIS	721	15,827.56	37,505.96	78,113.86	73,995.82	(4,118.04)
Central Garage	725	(229,174.86)	(392,690.23)	(510,123.65)	(517,004.24)	(6,880.59)
Unemployment Comp	811	67,320.14	68,148.40	69,702.53	69,761.44	58.91
Health Insurance	812	1,842,488.28	2,395,332.72	2,847,946.44	2,827,407.02	(20,539.42)
TOTAL		\$ 31,097,917.41	\$ 32,130,997.71	\$ 35,631,608.03	\$ 36,397,942.90	\$ 766,334.87



Actual to budget rev c/y & p/y - ALL FUNDS

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
<u>111 - GENERAL</u>							
400 - Taxes	4,976,687.19	4,910,480.53	4,875,642.00	542,820.42	5,348,921.95	(473,279.95)	-10 %
412 - Intergovernmental	125,180.68	111,062.43	100,474.00	0.00	177,988.38	(77,514.38)	-77 %
420 - Charges for Services	442,624.26	550,677.56	470,550.00	3,870.18	337,112.98	133,437.02	28 %
460 - Investment Income	73,023.01	124,101.29	50,000.00	7,003.29	95,083.23	(45,083.23)	-90 %
470 - Miscellaneous Revenues	661,574.51	75,315.04	33,185.00	15,633.28	98,923.77	(65,738.77)	-198 %
480 - Other Financing Uses	2,849,017.78	3,117,988.15	2,877,000.00	313,790.03	2,743,224.48	133,775.52	5 %
111 - GENERAL Totals:	9,128,107.43	8,889,625.00	8,406,851.00	883,117.20	8,801,254.79	0.00	-5 %
<u>211 - REGIONAL LIBRARY</u>							
412 - Intergovernmental	0.00	0.00	0.00	0.00	2,363.00	(2,363.00)	0 %
460 - Investment Income	647.29	970.01	400.00	47.27	662.94	(262.94)	-66 %
470 - Miscellaneous Revenues	3,335.95	3,851.85	1,000.00	41.00	577.10	422.90	42 %
211 - REGIONAL LIBRARY Totals:	3,983.24	4,821.86	1,400.00	88.27	3,603.04	0.00	-157 %
<u>212 - TRANSPORTATION</u>							
400 - Taxes	944,538.69	946,020.79	1,109,910.00	89,164.13	1,149,368.16	(39,458.16)	-4 %
412 - Intergovernmental	1,771,260.22	1,892,156.95	2,101,426.00	124,167.36	1,874,413.14	227,012.86	11 %
420 - Charges for Services	32,382.50	27,022.50	0.00	0.00	36,987.50	(36,987.50)	0 %
460 - Investment Income	43,156.30	63,630.57	10,000.00	3,117.51	41,587.86	(31,587.86)	-316 %
470 - Miscellaneous Revenues	240,260.03	10,244.76	0.00	11.40	39,306.17	(39,306.17)	0 %
480 - Other Financing Uses	2,404,944.00	0.00	1,700,000.00	0.00	2,258,520.98	(558,520.98)	-33 %
212 - TRANSPORTATION Totals:	5,436,541.74	2,939,075.57	4,921,336.00	216,460.40	5,400,183.81	0.00	-10 %
<u>213 - CEMETERY</u>							
420 - Charges for Services	47,650.00	51,900.00	53,800.00	7,150.00	44,150.00	9,650.00	18 %
460 - Investment Income	230.68	891.16	100.00	48.03	1,063.03	(963.03)	-963 %
470 - Miscellaneous Revenues	35,351.80	35,400.00	33,000.00	7,350.00	38,550.00	(5,550.00)	-17 %
480 - Other Financing Uses	65,000.00	105,000.00	140,000.00	0.00	70,000.00	70,000.00	50 %
213 - CEMETERY Totals:	148,232.48	193,191.16	226,900.00	14,548.03	153,763.03	0.00	32 %
<u>214 - CEMETARY PERPETUAL CARE</u>							
400 - Taxes	121,180.74	120,311.97	165,000.00	5,738.69	126,019.11	38,980.89	24 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
420 - Charges for Services	17,600.00	22,000.00	17,000.00	3,000.00	18,600.00	(1,600.00)	-9 %
460 - Investment Income	9,373.04	13,876.12	4,000.00	676.71	8,981.71	(4,981.71)	-125 %
214 - CEMETARY PERPETUAL CARE Totals:	148,153.78	156,188.09	186,000.00	9,415.40	153,600.82	0.00	17 %
<u>215 - SPECIAL PROJECTS</u>							
400 - Taxes	112,564.96	81,367.40	0.00	6,689.79	86,915.08	(86,915.08)	0 %
412 - Intergovernmental	17,992.52	81,562.08	0.00	0.00	15,716.91	(15,716.91)	0 %
450 - Contributions & Donations	3,707.00	3,424.00	0.00	0.00	3,185.00	(3,185.00)	0 %
460 - Investment Income	3,233.48	2,910.15	1,000.00	990.72	14,313.34	(13,313.34)	-1,331 %
470 - Miscellaneous Revenues	10,546.55	823.75	500,000.00	0.00	1,112,564.05	(612,564.05)	-123 %
215 - SPECIAL PROJECTS Totals:	148,044.51	170,087.38	501,000.00	7,680.51	1,232,694.38	0.00	-146 %
<u>216 - BUSINESS IMPROVEMENT</u>							
400 - Taxes	40,754.34	11,493.46	54,300.00	459.34	31,672.85	22,627.15	42 %
412 - Intergovernmental	0.00	25,258.00	0.00	0.00	0.00	0.00	0 %
460 - Investment Income	3,320.43	5,265.98	1,500.00	221.07	3,084.35	(1,584.35)	-106 %
216 - BUSINESS IMPROVEMENT Totals:	44,074.77	42,017.44	55,800.00	680.41	34,757.20	0.00	38 %
<u>218 - PUBLIC SAFETY</u>							
400 - Taxes	157,983.81	156,851.19	216,000.00	7,481.55	164,291.57	51,708.43	24 %
412 - Intergovernmental	43,139.98	3,368.21	0.00	1,030.59	8,090.89	(8,090.89)	0 %
460 - Investment Income	4,794.09	7,180.48	2,000.00	393.04	5,209.56	(3,209.56)	-160 %
470 - Miscellaneous Revenues	0.00	0.00	0.00	0.00	118,981.67	(118,981.67)	0 %
218 - PUBLIC SAFETY Totals:	205,917.88	167,399.88	218,000.00	8,905.18	296,573.69	0.00	-36 %
<u>219 - INDUSTRIAL SITES</u>							
460 - Investment Income	2,529.18	1,815.17	200.00	59.95	873.44	(673.44)	-337 %
219 - INDUSTRIAL SITES Totals:	2,529.18	1,815.17	200.00	59.95	873.44	0.00	-337 %
<u>223 - KENO</u>							
460 - Investment Income	3,113.27	3,918.25	1,000.00	146.80	2,087.81	(1,087.81)	-109 %
470 - Miscellaneous Revenues	82,082.97	63,797.49	70,000.00	6,098.95	52,664.59	17,335.41	25 %
223 - KENO Totals:	85,196.24	67,715.74	71,000.00	6,245.75	54,752.40	0.00	23 %
<u>224 - ECONOMIC DEVELOPMENT</u>							
400 - Taxes	908,463.21	893,176.97	849,991.00	106,763.65	1,015,309.85	(165,318.85)	-19 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
460 - Investment Income	66,909.32	76,434.75	30,000.00	2,597.99	51,274.82	(21,274.82)	-71 %
470 - Miscellaneous Revenues	112,824.51	615,395.89	324,253.00	4,779.88	255,756.19	68,496.81	21 %
224 - ECONOMIC DEVELOPMENT Totals:	1,088,197.04	1,585,007.61	1,204,244.00	114,141.52	1,322,340.86	0.00	-10 %
<u>225 - MUTUAL FIRE</u>							
412 - Intergovernmental	285,715.00	0.00	0.00	0.00	3,145.00	(3,145.00)	0 %
460 - Investment Income	3,607.41	5,954.78	2,000.00	364.49	4,863.76	(2,863.76)	-143 %
470 - Miscellaneous Revenues	105,696.00	94,507.00	94,507.00	0.00	105,696.00	(11,189.00)	-12 %
225 - MUTUAL FIRE Totals:	395,018.41	100,461.78	96,507.00	364.49	113,704.76	0.00	-18 %
<u>311 - DEBT SERVICE</u>							
400 - Taxes	612,253.21	641,284.56	946,741.00	22,729.68	701,962.32	244,778.68	26 %
460 - Investment Income	39,897.49	59,840.60	20,000.00	3,172.17	41,475.49	(21,475.49)	-107 %
470 - Miscellaneous Revenues	92,584.58	92,275.56	103,409.00	0.00	84,137.99	19,271.01	19 %
480 - Other Financing Uses	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00	100 %
311 - DEBT SERVICE Totals:	744,735.28	793,400.72	2,070,150.00	25,901.85	827,575.80	0.00	60 %
<u>321 - TIF PROJECTS</u>							
400 - Taxes	314,302.20	234,331.17	439,457.00	0.00	235,609.85	203,847.15	46 %
460 - Investment Income	2,882.57	4,110.84	1,300.00	172.11	2,655.49	(1,355.49)	-104 %
480 - Other Financing Uses	0.00	50,000.00	300,000.00	0.00	0.00	300,000.00	100 %
321 - TIF PROJECTS Totals:	317,184.77	288,442.01	740,757.00	172.11	238,265.34	0.00	68 %
<u>411 - CDBG</u>							
460 - Investment Income	417.94	599.34	300.00	27.17	395.53	(95.53)	-32 %
411 - CDBG Totals:	417.94	599.34	300.00	27.17	395.53	0.00	-32 %
<u>412 - LEASE CORPORATION</u>							
460 - Investment Income	91.55	130.82	50.00	5.91	86.12	(36.12)	-72 %
480 - Other Financing Uses	692,002.42	693,628.77	689,395.00	0.00	688,951.24	443.76	0 %
412 - LEASE CORPORATION Totals:	692,093.97	693,759.59	689,445.00	5.91	689,037.36	0.00	0 %
<u>511 - CAPITAL PROJECTS FUND</u>							
400 - Taxes	44,881.55	44,559.98	59,000.00	2,125.45	46,673.77	12,326.23	21 %
460 - Investment Income	888.95	1,568.59	500.00	75.26	1,165.88	(665.88)	-133 %
511 - CAPITAL PROJECTS FUND Totals:	45,770.50	46,128.57	59,500.00	2,200.71	47,839.65	0.00	20 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
<u>621 - ENVIRONMENTAL SERVICES</u>							
412 - Intergovernmental	0.00	20,000.00	0.00	0.00	0.00	0.00	0 %
420 - Charges for Services	2,648,481.81	2,722,329.55	2,992,612.00	261,191.86	2,760,969.39	231,642.61	8 %
460 - Investment Income	18,230.61	39,632.75	5,000.00	2,658.90	34,192.87	(29,192.87)	-584 %
470 - Miscellaneous Revenues	46.42	0.00	500.00	98.20	102.75	397.25	79 %
480 - Other Financing Uses	0.00	0.00	0.00	0.00	2,984.95	(2,984.95)	0 %
621 - ENVIRONMENTAL SERVICES Totals:	2,666,758.84	2,781,962.30	2,998,112.00	263,948.96	2,798,249.96	0.00	7 %
<u>631 - WASTEWATER</u>							
420 - Charges for Services	2,358,191.25	2,411,392.22	2,680,016.00	228,098.47	2,447,374.27	232,641.73	9 %
440 - Rents	11,005.00	2,625.00	0.00	0.00	0.00	0.00	0 %
460 - Investment Income	34,381.23	48,904.36	15,000.00	2,640.41	35,863.16	(20,863.16)	-139 %
470 - Miscellaneous Revenues	270.00	173.00	0.00	0.00	122.50	(122.50)	0 %
480 - Other Financing Uses	0.00	0.00	0.00	7,992.58	19,227.76	(19,227.76)	0 %
631 - WASTEWATER Totals:	2,403,847.48	2,463,094.58	2,695,016.00	238,731.46	2,502,587.69	0.00	7 %
<u>641 - WATER</u>							
420 - Charges for Services	1,746,906.21	1,725,278.46	1,951,089.00	314,726.57	1,920,877.08	30,211.92	2 %
440 - Rents	31,424.22	32,761.98	39,788.00	3,444.12	39,976.31	(188.31)	0 %
460 - Investment Income	24,315.63	40,983.03	15,000.00	2,471.71	32,413.67	(17,413.67)	-116 %
470 - Miscellaneous Revenues	23,375.82	29,555.96	5,000.00	2,035.47	25,221.30	(20,221.30)	-404 %
641 - WATER Totals:	1,826,021.88	1,828,579.43	2,010,877.00	322,677.87	2,018,488.36	0.00	0 %
<u>651 - ELECTRIC</u>							
460 - Investment Income	19,479.78	27,937.40	10,000.00	1,266.36	18,436.74	(8,436.74)	-84 %
470 - Miscellaneous Revenues	2,607,017.78	2,929,488.15	2,700,000.00	313,790.03	2,654,724.48	45,275.52	2 %
651 - ELECTRIC Totals:	2,626,497.56	2,957,425.55	2,710,000.00	315,056.39	2,673,161.22	0.00	1 %
<u>661 - STORMWATER</u>							
420 - Charges for Services	75,361.70	91,702.27	117,600.00	10,189.00	107,746.01	9,853.99	8 %
460 - Investment Income	10,151.97	12,028.68	3,400.00	505.41	7,023.55	(3,623.55)	-107 %
470 - Miscellaneous Revenues	8,142.44	23.25	8,407.00	0.00	14,210.40	(5,803.40)	-69 %
480 - Other Financing Uses	540,056.00	25,000.00	50,000.00	0.00	25,000.00	25,000.00	50 %
661 - STORMWATER Totals:	633,712.11	128,754.20	179,407.00	10,694.41	153,979.96	0.00	14 %
<u>713 - CASH & INVESTMENT POOL</u>							

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
470 - Miscellaneous Revenues	5.14	12.61	0.00	(12.00)	(7.61)	7.61	0 %
713 - CASH & INVESTMENT POOL Totals:	5.14	12.61	0.00	(12.00)	(7.61)	0.00	0 %
<u>721 - GIS SERVICES</u>							
460 - Investment Income	472.08	1,030.67	200.00	62.48	1,151.25	(951.25)	-476 %
480 - Other Financing Uses	48,500.00	48,500.00	105,575.00	0.00	52,787.50	52,787.50	50 %
721 - GIS SERVICES Totals:	48,972.08	49,530.67	105,775.00	62.48	53,938.75	0.00	49 %
<u>725 - CENTRAL GARAGE</u>							
420 - Charges for Services	159,550.72	159,357.37	230,200.00	15,216.96	114,781.06	115,418.94	50 %
470 - Miscellaneous Revenues	35.00	0.00	0.00	0.00	0.00	0.00	0 %
725 - CENTRAL GARAGE Totals:	159,585.72	159,357.37	230,200.00	15,216.96	114,781.06	0.00	50 %
<u>811 - UNEMPLOYMENT COMP</u>							
460 - Investment Income	909.61	1,304.52	500.00	58.91	859.87	(359.87)	-72 %
811 - UNEMPLOYMENT COMP Totals:	909.61	1,304.52	500.00	58.91	859.87	0.00	-72 %
<u>812 - HEALTH INSURANCE</u>							
460 - Investment Income	22,164.08	38,767.39	5,000.00	2,387.47	30,991.91	(25,991.91)	-520 %
470 - Miscellaneous Revenues	2,195,918.80	2,228,713.51	2,086,000.00	169,626.08	1,903,760.58	182,239.42	9 %
812 - HEALTH INSURANCE Totals:	2,218,082.88	2,267,480.90	2,091,000.00	172,013.55	1,934,752.49	0.00	7 %



Actual to budget c/y & p/y - ALL FUNDS

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
<u>111 - GENERAL</u>							
500 - Personnel	5,895,981.44	6,008,106.85	6,828,099.00	475,198.92	5,783,250.74	1,044,848.26	15 %
503 - Supplies	370,945.94	314,810.41	474,300.00	59,830.16	312,922.98	161,377.02	34 %
504 - Contract Services	1,497,542.50	1,414,404.14	1,746,998.00	73,904.74	1,367,278.31	379,719.69	22 %
550 - Capital Outlay	16,608.44	33,711.02	1,995,000.00	0.00	455,208.95	1,539,791.05	77 %
570 - Other Financing Uses	0.00	0.00	250,000.00	0.00	0.00	250,000.00	100 %
111 - GENERAL Totals:	7,781,078.32	7,771,032.42	11,294,397.00	608,933.82	7,918,660.98	0.00	30 %
<u>211 - REGIONAL LIBRARY</u>							
503 - Supplies	876.75	1,945.17	12,500.00	0.00	106.90	12,393.10	99 %
504 - Contract Services	814.99	0.00	3,000.00	0.00	0.00	3,000.00	100 %
211 - REGIONAL LIBRARY Totals:	1,691.74	1,945.17	15,500.00	0.00	106.90	0.00	99 %
<u>212 - TRANSPORTATION</u>							
500 - Personnel	875,949.30	892,149.28	945,441.00	70,015.98	827,035.65	118,405.35	13 %
503 - Supplies	196,864.70	195,450.20	318,150.00	35,929.33	152,597.40	165,552.60	52 %
504 - Contract Services	790,897.66	528,959.96	1,038,769.00	45,866.77	729,865.40	308,903.60	30 %
550 - Capital Outlay	940,297.96	1,162,628.61	2,475,000.00	6,835.50	2,332,374.17	142,625.83	6 %
560 - Debt Service	483,555.00	879,342.51	850,833.05	0.00	850,827.97	5.08	0 %
570 - Other Financing Uses	26,000.00	26,000.00	255,675.00	0.00	27,837.50	227,837.50	89 %
212 - TRANSPORTATION Totals:	3,313,564.62	3,684,530.56	5,883,868.05	158,647.58	4,920,538.09	0.00	16 %
<u>213 - CEMETERY</u>							
500 - Personnel	144,022.16	147,205.41	159,504.00	13,510.09	143,162.47	16,341.53	10 %
503 - Supplies	11,443.10	9,929.39	22,500.00	2,482.83	12,704.85	9,795.15	44 %
504 - Contract Services	11,617.75	15,850.63	30,666.00	2,202.80	18,619.94	12,046.06	39 %
550 - Capital Outlay	0.00	84,277.99	6,000.00	0.00	0.00	6,000.00	100 %
213 - CEMETERY Totals:	167,083.01	257,263.42	218,670.00	18,195.72	174,487.26	0.00	20 %
<u>214 - CEMETARY PERPETUAL CARE</u>							
504 - Contract Services	0.00	0.00	500,000.00	0.00	0.00	500,000.00	100 %
570 - Other Financing Uses	65,000.00	105,000.00	140,000.00	0.00	70,000.00	70,000.00	50 %
214 - CEMETARY PERPETUAL CARE Totals:	65,000.00	105,000.00	640,000.00	0.00	70,000.00	0.00	89 %
<u>215 - SPECIAL PROJECTS</u>							

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
500 - Personnel	17,633.97	16,589.53	0.00	0.00	15,343.55	(15,343.55)	0 %
503 - Supplies	5,188.01	1,269.56	500,000.00	12,305.89	148,854.52	351,145.48	70 %
504 - Contract Services	132,692.28	40,906.05	0.00	0.00	47,894.48	(47,894.48)	0 %
550 - Capital Outlay	22,525.68	7,009.19	0.00	0.00	0.00	0.00	0 %
215 - SPECIAL PROJECTS Totals:	178,039.94	65,774.33	500,000.00	12,305.89	212,092.55	0.00	58 %
<u>216 - BUSINESS IMPROVEMENT</u>							
500 - Personnel	1,169.32	17,568.13	20,000.00	0.00	22,115.75	(2,115.75)	-11 %
503 - Supplies	17,052.97	79.99	0.00	0.00	0.00	0.00	0 %
504 - Contract Services	9,030.66	11,774.32	22,700.00	85.42	7,695.06	15,004.94	66 %
550 - Capital Outlay	0.00	15,421.27	110,000.00	0.00	0.00	110,000.00	100 %
570 - Other Financing Uses	0.00	0.00	50,000.00	0.00	0.00	50,000.00	100 %
216 - BUSINESS IMPROVEMENT Totals:	27,252.95	44,843.71	202,700.00	85.42	29,810.81	0.00	85 %
<u>218 - PUBLIC SAFETY</u>							
503 - Supplies	14,016.59	14,589.64	54,000.00	0.00	12,845.79	41,154.21	76 %
504 - Contract Services	82,418.00	88,070.22	87,700.00	500.00	86,196.04	1,503.96	2 %
550 - Capital Outlay	169,609.79	56,116.20	209,000.00	2,290.00	162,260.31	46,739.69	22 %
570 - Other Financing Uses	0.00	0.00	200,000.00	0.00	0.00	200,000.00	100 %
218 - PUBLIC SAFETY Totals:	266,044.38	158,776.06	550,700.00	2,790.00	261,302.14	0.00	53 %
<u>219 - INDUSTRIAL SITES</u>							
504 - Contract Services	607.50	675.00	50,500.00	0.00	351.00	50,149.00	99 %
570 - Other Financing Uses	153,500.00	100,000.00	0.00	0.00	0.00	0.00	0 %
219 - INDUSTRIAL SITES Totals:	154,107.50	100,675.00	50,500.00	0.00	351.00	0.00	99 %
<u>223 - KENO</u>							
503 - Supplies	10,860.47	13,803.07	13,500.00	0.00	14,109.74	(609.74)	-5 %
504 - Contract Services	16,244.20	65,070.84	21,500.00	74.98	11,477.07	10,022.93	47 %
550 - Capital Outlay	5,909.00	26,642.59	75,000.00	3,026.00	18,905.25	56,094.75	75 %
223 - KENO Totals:	33,013.67	105,516.50	110,000.00	3,100.98	44,492.06	0.00	60 %
<u>224 - ECONOMIC DEVELOPMENT</u>							
500 - Personnel	89,661.96	95,327.66	105,635.00	8,254.98	96,090.30	9,544.70	9 %
503 - Supplies	1,261.61	1,546.40	1,250.00	251.89	2,642.67	(1,392.67)	-111 %
504 - Contract Services	1,867,578.17	1,609,376.80	3,056,150.00	9,085.61	2,383,282.43	672,867.57	22 %
224 - ECONOMIC DEVELOPMENT Totals:	1,958,501.74	1,706,250.86	3,163,035.00	17,592.48	2,482,015.40	0.00	22 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
<u>225 - MUTUAL FIRE</u>							
503 - Supplies	5,232.00	31,976.15	16,000.00	1,170.30	13,147.55	2,852.45	18 %
504 - Contract Services	30,449.82	5,282.22	21,500.00	0.00	0.00	21,500.00	100 %
550 - Capital Outlay	333,907.90	5,843.92	150,000.00	0.00	5,365.00	144,635.00	96 %
570 - Other Financing Uses	0.00	0.00	100,000.00	0.00	0.00	100,000.00	100 %
225 - MUTUAL FIRE Totals:	369,589.72	43,102.29	287,500.00	1,170.30	18,512.55	0.00	94 %
<u>311 - DEBT SERVICE</u>							
504 - Contract Services	5,280.00	5,280.00	8,780.00	0.00	5,420.00	3,360.00	38 %
570 - Other Financing Uses	692,002.42	693,628.77	4,189,395.00	0.00	688,951.24	3,500,443.76	84 %
311 - DEBT SERVICE Totals:	697,282.42	698,908.77	4,198,175.00	0.00	694,371.24	0.00	83 %
<u>321 - TIF PROJECTS</u>							
503 - Supplies	0.00	50,000.00	0.00	0.00	0.00	0.00	0 %
560 - Debt Service	326,653.46	227,131.35	439,457.00	0.00	235,755.50	203,701.50	46 %
570 - Other Financing Uses	0.00	0.00	300,000.00	0.00	0.00	300,000.00	100 %
321 - TIF PROJECTS Totals:	326,653.46	277,131.35	739,457.00	0.00	235,755.50	0.00	68 %
<u>412 - LEASE CORPORATION</u>							
504 - Contract Services	75.00	20.00	200.00	0.00	15.00	185.00	93 %
560 - Debt Service	692,002.42	693,628.77	689,395.00	0.00	688,951.24	443.76	0 %
412 - LEASE CORPORATION Totals:	692,077.42	693,648.77	689,595.00	0.00	688,966.24	0.00	0 %
<u>511 - CAPITAL PROJECTS FUND</u>							
504 - Contract Services	0.00	0.00	90,000.00	0.00	0.00	90,000.00	100 %
550 - Capital Outlay	37,502.00	51,500.00	50,000.00	0.00	45,619.91	4,380.09	9 %
511 - CAPITAL PROJECTS FUND Totals:	37,502.00	51,500.00	140,000.00	0.00	45,619.91	0.00	67 %
<u>621 - ENVIRONMENTAL SERVICES</u>							
500 - Personnel	1,045,465.59	1,038,184.22	1,188,666.00	83,378.69	982,889.95	205,776.05	17 %
503 - Supplies	138,215.52	120,252.46	188,500.00	17,536.14	108,581.00	79,919.00	42 %
504 - Contract Services	686,342.10	693,410.47	842,304.00	63,597.07	716,905.00	125,399.00	15 %
550 - Capital Outlay	0.00	0.00	1,984,500.00	0.00	253,228.74	1,731,271.26	87 %
570 - Other Financing Uses	27,000.00	27,000.00	54,000.00	0.00	27,000.00	27,000.00	50 %
621 - ENVIRONMENTAL SERVICES Totals:	1,897,023.21	1,878,847.15	4,257,970.00	164,511.90	2,088,604.69	0.00	51 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
631 - WASTEWATER							
500 - Personnel	790,835.28	779,632.49	901,607.00	67,884.62	771,893.56	129,713.44	14 %
503 - Supplies	63,097.49	61,530.70	127,247.00	2,079.93	44,619.93	82,627.07	65 %
504 - Contract Services	396,224.36	394,587.64	577,526.00	28,771.09	451,179.02	126,346.98	22 %
550 - Capital Outlay	286,632.46	415,389.69	1,315,000.00	13,927.00	177,191.37	1,137,808.63	87 %
560 - Debt Service	645,890.70	645,890.66	337,959.00	0.00	337,958.60	0.40	0 %
570 - Other Financing Uses	70,000.00	70,000.00	742,450.00	0.00	224,286.00	518,164.00	70 %
631 - WASTEWATER Totals:	2,252,680.29	2,367,031.18	4,001,789.00	112,662.64	2,007,128.48	0.00	50 %
641 - WATER							
500 - Personnel	709,392.18	692,057.40	826,486.00	55,960.17	675,446.98	151,039.02	18 %
503 - Supplies	240,846.46	251,899.54	352,375.00	8,657.21	213,989.10	138,385.90	39 %
504 - Contract Services	314,668.73	280,806.41	475,681.00	27,742.75	315,833.80	159,847.20	34 %
550 - Capital Outlay	735,205.33	53,342.00	217,000.00	9,847.98	184,269.48	32,730.52	15 %
570 - Other Financing Uses	39,000.00	39,000.00	680,450.00	0.00	40,225.00	640,225.00	94 %
641 - WATER Totals:	2,039,112.70	1,317,105.35	2,551,992.00	102,208.11	1,429,764.36	0.00	44 %
651 - ELECTRIC							
503 - Supplies	0.00	0.00	1,000.00	0.00	0.00	1,000.00	100 %
570 - Other Financing Uses	2,607,017.78	2,929,488.15	3,450,000.00	313,790.03	2,654,724.48	795,275.52	23 %
651 - ELECTRIC Totals:	2,607,017.78	2,929,488.15	3,451,000.00	313,790.03	2,654,724.48	0.00	23 %
661 - STORMWATER							
503 - Supplies	4,979.44	1,744.78	14,870.00	2,996.74	5,451.12	9,418.88	63 %
504 - Contract Services	32,725.43	31,103.51	82,670.00	5,200.20	37,211.41	45,458.59	55 %
550 - Capital Outlay	291,228.99	209,582.29	170,000.00	0.00	12,750.00	157,250.00	93 %
560 - Debt Service	0.00	84,832.49	79,058.20	0.00	79,063.28	(5.08)	0 %
570 - Other Financing Uses	0.00	0.00	250,000.00	0.00	0.00	250,000.00	100 %
661 - STORMWATER Totals:	328,933.86	327,263.07	596,598.20	8,196.94	134,475.81	0.00	77 %
721 - GIS SERVICES							
500 - Personnel	55,576.58	57,599.27	61,026.00	3,634.12	39,534.97	21,491.03	35 %
503 - Supplies	196.00	964.89	3,300.00	234.78	1,315.41	1,984.59	60 %
504 - Contract Services	11,743.48	12,468.30	18,925.00	311.62	14,035.89	4,889.11	26 %
550 - Capital Outlay	0.00	0.00	7,000.00	0.00	6,950.00	50.00	1 %
721 - GIS SERVICES Totals:	67,516.06	71,032.46	90,251.00	4,180.52	61,836.27	0.00	31 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
<u>725 - CENTRAL GARAGE</u>							
500 - Personnel	141,710.47	144,764.57	155,910.00	11,714.00	133,730.51	22,179.49	14 %
503 - Supplies	29,122.88	30,381.56	29,700.00	3,372.53	27,599.94	2,100.06	7 %
504 - Contract Services	111,878.82	97,293.07	111,822.00	6,262.40	57,639.59	54,182.41	48 %
550 - Capital Outlay	5,217.99	0.00	0.00	0.00	0.00	0.00	0 %
725 - CENTRAL GARAGE Totals:	287,930.16	272,439.20	297,432.00	21,348.93	218,970.04	0.00	26 %
<u>811 - UNEMPLOYMENT COMP</u>							
504 - Contract Services	0.00	0.00	60,000.00	0.00	265.12	59,734.88	100 %
811 - UNEMPLOYMENT COMP Totals:	0.00	0.00	60,000.00	0.00	265.12	0.00	100 %
<u>812 - HEALTH INSURANCE</u>							
504 - Contract Services	1,790,722.72	1,725,152.81	1,998,950.00	192,552.97	1,621,272.48	377,677.52	19 %
812 - HEALTH INSURANCE Totals:	1,790,722.72	1,725,152.81	1,998,950.00	192,552.97	1,621,272.48	0.00	19 %



Actual to budget c/y & p/y - GENERAL FUND

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
111 - GENERAL							
111 - FINANCE							
500 - Personnel	119,753.58	121,292.92	129,990.00	9,419.73	110,022.22	19,967.78	15 %
503 - Supplies	12,818.24	12,669.33	14,650.00	936.97	10,164.59	4,485.41	31 %
504 - Contract Services	69,594.95	67,603.58	75,866.00	(3,148.27)	65,938.19	9,927.81	13 %
111 - FINANCE Totals:	202,166.77	201,565.83	220,506.00	7,208.43	186,125.00	34,381.00	16 %
112 - PERSONNEL							
500 - Personnel	15,458.11	15,582.53	16,699.00	1,281.54	15,157.53	1,541.47	9 %
503 - Supplies	4,441.48	5,051.59	2,250.00	0.00	1,318.83	931.17	41 %
504 - Contract Services	29,904.92	22,423.44	33,050.00	4,616.29	18,393.83	14,656.17	44 %
112 - PERSONNEL Totals:	49,804.51	43,057.56	51,999.00	5,897.83	34,870.19	17,128.81	33 %
113 - COUNCIL							
500 - Personnel	19,476.00	19,989.40	21,100.00	1,623.00	19,476.00	1,624.00	8 %
503 - Supplies	1,889.00	1,861.37	2,000.00	0.00	1,613.00	387.00	19 %
504 - Contract Services	895.00	4,460.10	4,500.00	0.00	2,241.04	2,258.96	50 %
570 - Other Financing Uses	0.00	0.00	250,000.00	0.00	0.00	250,000.00	100 %
113 - COUNCIL Totals:	22,260.00	26,310.87	277,600.00	1,623.00	23,330.04	254,269.96	92 %
114 - CITY MANAGER							
500 - Personnel	20,525.15	22,244.84	24,279.00	2,112.08	25,594.97	(1,315.97)	-5 %
503 - Supplies	72,278.83	31,435.95	56,000.00	40,914.64	66,788.77	(10,788.77)	-19 %
504 - Contract Services	178,440.67	86,698.72	189,608.00	6,544.17	126,814.50	62,793.50	33 %
114 - CITY MANAGER Totals:	271,244.65	140,379.51	269,887.00	49,570.89	219,198.24	50,688.76	19 %
115 - CITY CLERK							
500 - Personnel	16,444.03	10,814.89	8,327.00	938.54	11,077.27	(2,750.27)	-33 %
503 - Supplies	1,133.91	648.46	1,000.00	0.00	1,038.93	(38.93)	-4 %
504 - Contract Services	8,117.15	9,399.70	11,800.00	455.15	6,456.66	5,343.34	45 %
115 - CITY CLERK Totals:	25,695.09	20,863.05	21,127.00	1,393.69	18,572.86	2,554.14	12 %
116 - MIS							
503 - Supplies	38,300.43	8,452.38	42,000.00	300.00	36,517.30	5,482.70	13 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
504 - Contract Services	34,522.54	44,960.99	67,000.00	4,410.00	54,878.56	12,121.44	18 %
550 - Capital Outlay	0.00	12,748.11	5,000.00	0.00	4,076.75	923.25	18 %
116 - MIS Totals:	72,822.97	66,161.48	114,000.00	4,710.00	95,472.61	18,527.39	16 %
121 - DEVELOPMENT SERVICES							
500 - Personnel	172,586.06	165,306.20	189,634.00	13,381.56	159,668.44	29,965.56	16 %
503 - Supplies	3,829.52	2,398.29	6,200.00	244.06	1,262.30	4,937.70	80 %
504 - Contract Services	41,954.88	36,626.28	59,223.00	750.63	40,293.65	18,929.35	32 %
121 - DEVELOPMENT SERVICES Totals:	218,370.46	204,330.77	255,057.00	14,376.25	201,224.39	53,832.61	21 %
141 - FIRE							
500 - Personnel	1,352,183.74	1,437,621.32	1,572,886.00	115,563.70	1,403,293.63	169,592.37	11 %
503 - Supplies	23,320.50	38,218.80	40,850.00	2,430.02	36,997.32	3,852.68	9 %
504 - Contract Services	54,261.70	69,521.98	84,093.00	7,360.76	73,556.21	10,536.79	13 %
141 - FIRE Totals:	1,429,765.94	1,545,362.10	1,697,829.00	125,354.48	1,513,847.16	183,981.84	11 %
142 - POLICE							
500 - Personnel	2,908,841.04	2,901,401.86	3,415,450.00	236,094.37	2,900,077.57	515,372.43	15 %
503 - Supplies	82,911.30	73,268.39	111,250.00	4,460.18	75,599.80	35,650.20	32 %
504 - Contract Services	290,234.17	298,135.38	349,102.00	22,230.10	297,476.79	51,625.21	15 %
142 - POLICE Totals:	3,281,986.51	3,272,805.63	3,875,802.00	262,784.65	3,273,154.16	602,647.84	16 %
143 - EMERGENCY MANAGEMENT							
500 - Personnel	79,510.16	82,306.01	88,225.00	0.00	74,364.48	13,860.52	16 %
503 - Supplies	5,919.43	7,858.88	13,050.00	(166.00)	3,856.03	9,193.97	70 %
504 - Contract Services	5,034.66	5,129.07	8,295.00	2,467.43	8,286.24	8.76	0 %
143 - EMERGENCY MANAGEMENT Totals:	90,464.25	95,293.96	109,570.00	2,301.43	86,506.75	23,063.25	21 %
151 - LIBRARY							
500 - Personnel	475,004.75	504,067.58	543,826.00	38,877.03	465,118.82	78,707.18	14 %
503 - Supplies	60,201.60	65,820.15	82,300.00	5,826.86	35,483.31	46,816.69	57 %
504 - Contract Services	102,553.36	99,896.44	122,653.00	5,358.58	103,431.96	19,221.04	16 %
151 - LIBRARY Totals:	637,759.71	669,784.17	748,779.00	50,062.47	604,034.09	144,744.91	19 %
171 - PARKS							
500 - Personnel	619,081.62	653,662.07	729,815.00	55,907.37	597,773.14	132,041.86	18 %

	2017-2018 YTD Activity	2018-2019 YTD Activity	2019-2020 Budget	August 2019-2020 MTD Activity	2019-2020 YTD Activity	2019-2020 Budget Remaining	% Budget Remaining
503 - Supplies	42,870.94	45,785.10	61,450.00	4,883.43	39,209.04	22,240.96	36 %
504 - Contract Services	245,976.46	209,199.50	279,353.00	22,670.66	186,100.72	93,252.28	33 %
550 - Capital Outlay	16,608.44	20,962.91	1,990,000.00	0.00	451,132.20	1,538,867.80	77 %
171 - PARKS Totals:	924,537.46	929,609.58	3,060,618.00	83,461.46	1,274,215.10	1,786,402.90	58 %
172 - RECREATION							
500 - Personnel	97,117.20	73,817.23	87,868.00	0.00	1,626.67	86,241.33	98 %
503 - Supplies	21,030.76	21,341.72	41,300.00	0.00	3,073.76	38,226.24	93 %
504 - Contract Services	436,052.04	460,348.96	462,455.00	189.24	383,409.96	79,045.04	17 %
172 - RECREATION Totals:	554,200.00	555,507.91	591,623.00	189.24	388,110.39	203,512.61	34 %
111 - GENERAL Totals:	7,781,078.32	7,771,032.42	11,294,397.00	608,933.82	7,918,660.98	0.00	30 %
211 - REGIONAL LIBRARY							
151 - LIBRARY							
503 - Supplies	876.75	1,945.17	12,500.00	0.00	106.90	12,393.10	99 %
504 - Contract Services	814.99	0.00	3,000.00	0.00	0.00	3,000.00	100 %
151 - LIBRARY Totals:	1,691.74	1,945.17	15,500.00	0.00	106.90	15,393.10	99 %
211 - REGIONAL LIBRARY Totals:	1,691.74	1,945.17	15,500.00	0.00	106.90	0.00	99 %
212 - TRANSPORTATION							
111 - FINANCE							
500 - Personnel	24,152.03	26,949.41	28,155.00	2,336.85	27,370.40	784.60	3 %
111 - FINANCE Totals:	24,152.03	26,949.41	28,155.00	2,336.85	27,370.40	784.60	3 %
112 - PERSONNEL							
500 - Personnel	10,305.07	10,388.42	11,132.00	854.34	10,104.85	1,027.15	9 %
112 - PERSONNEL Totals:	10,305.07	10,388.42	11,132.00	854.34	10,104.85	1,027.15	9 %
114 - CITY MANAGER							
500 - Personnel	13,683.29	14,829.96	16,185.00	1,408.06	17,063.42	(878.42)	-5 %
114 - CITY MANAGER Totals:	13,683.29	14,829.96	16,185.00	1,408.06	17,063.42	(878.42)	-5 %
115 - CITY CLERK							
500 - Personnel	10,962.71	7,210.23	5,551.00	625.70	7,384.94	(1,833.94)	-33 %
115 - CITY CLERK Totals:	10,962.71	7,210.23	5,551.00	625.70	7,384.94	(1,833.94)	-33 %

City of Scottsbluff, Nebraska
Monday, September 21, 2020
Regular Meeting

Item Pub. Hear.1

Council to conduct a public hearing set for this date at 6:00 p.m. for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted by MTL Commodity Corporation for the MTL Commodity Laundromat Project.

Staff Contact: Rick Kuckkahn, Interim City Manager

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ALLIANCE OFFICE
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Alliance, NE 69301
(308) 761-0474

Please Direct All Correspondence
To Scottsbluff Office

To: City of Scottsbluff City Council
From: John L. Selzer, Deputy City Attorney
Date: September 17, 2020
Re: MTL Commodity Laundromat Project

Introduction: At your September 17, 2020 meeting, you will consider a resolution regarding the Redevelopment Plan for the MTL Commodity Laundromat Project submitted by MTL Commodity Corporation (the “Plan” and the “Project”).

Standards of Review:

1. Conformity to Comprehensive Plan and Community Development Law.

The Project Site is described as Lot 2B, Kelley Subdivision, a Replat of Lot 2, Kelley Subdivision, a Replat of the East 270 feet of the South 300 feet of Tract 34, Goos Tracts, to the City of Scottsbluff, Scotts Bluff County, Nebraska (Scotts Bluff County Parcel ID 010347127).

According to the Comprehensive Plan, the Project Site is in the Northwest District and in the Northwest Commercial Neighborhood. One of the principles for sustainable development for the Northwest District is to encourage new development to be contiguous with existing development. The Northwest Commercial Neighborhood contemplates heavier daytime use, 24 hour traveler activities, traffic heaviest in the day but continuing through night, lower noise, and C-2 as an appropriate zone. The Redeveloper’s development of the Project Site is consistent with the Comprehensive Plan.

The Project Site is zoned as C-2 Neighborhood and Retail Commercial which has self-services laundromats a principle permitted use. Thus, no zoning changes are necessary.

Both the Planning Commission and CRA have conducted this same review and recommended approval of the Plan.

In addition, you must consider whether the Plan is in conformity with the legislative declarations and determinations set forth in the Community Development Law. Those declarations include, among other things that:

[Blighted and substandard] conditions are beyond remedy and control solely by regulatory process in the exercise of the police power and cannot be dealt with effectively by the ordinary operations of private enterprise without the aids herein provided. The elimination of such conditions and the acquisition and preparation of land in or necessary to the renewal of substandard and blighted areas and its sale or lease for development or redevelopment in accordance with general plans and redevelopment plans of communities and any assistance which may be given by any state public body in connection therewith are public uses and purposes for which public money may be expended and private property acquired. The necessity in the public interest for the provisions of the Community Development Law is hereby declared to be a matter of legislative determination. NEB. REV. STAT. § 18-2102.

The proposed Project is in an area that has previously been designated as blighted and substandard and in need of redevelopment.

2. *The “But For” Test.*

Because this Plan proposes the use of tax-increment financing (“TIF”), in order to approve the Plan you must determine that the Plan would not be economically feasible or occur in the blighted and substandard area without the use of TIF. The Redeveloper has certified these requirements on Page 3 of the Plan.

3. *Cost-Benefit Analysis.*

You must also analyze and, in order to approve the Plan, make a finding that the costs and benefits of the Project, including costs and benefits to other affected political subdivisions, the economy of the community, and the demand for public and private services, having been analyzed by the City Council, are in the long- term best interests of the community. The CRA adopted a cost-benefit analysis which is in your packet.

Conclusion: The above findings must be documented in writing. To that end, a proposed resolution for Plan approval is in your packet. Please don’t hesitate to contact us with any questions or concerns prior to the Council meeting.

Attachments:

Redevelopment Plan
Planning Commission Plan Resolution
CRA Plan Resolution
CRA Cost Benefit Analysis
Proposed City Council Resolution

CITY OF SCOTTSBLUFF REDEVELOPMENT PLAN
MTL Commodity Laundromat

TABLE OF CONTENTS

<u>Section</u>	<u>Page</u>
1. Introduction/Executive Summary	1
2. Blighted and Substandard Condition of Project Site	1
3. Statutory Elements.....	1
4. Conformity to General Plan of the City.....	2
5. Proposed Financing.....	2
6. Implementation of Plan.....	4

Attachments

Attachment 1: *Blighted and Substandard Map*

Attachment 2: *Map of Project Site*

Attachment 3: *Street View of Project Site*

Attachment 4: *Current Land Use Map*

Attachment 5: *Preliminary Site Plan*

Attachment 6: *Zoning Map*

Attachment 7: *Excerpts from Comprehensive Plan*

Attachment 8: *Proposed Cost-Benefit Analysis*

CITY OF SCOTTSBLUFF REDEVELOPMENT PLAN
MTL Commodity Laundromat

1. Introduction/Executive Summary

MTL Commodity Corporation (the “Redeveloper”) submits this Redevelopment Plan (“Plan”) to the City of Scottsbluff City Council (the “City”), the City of Scottsbluff Planning Commission (“Planning Commission”), and the City of Scottsbluff Community Redevelopment Authority (the “CRA”), according to the Nebraska Community Development Law, NEB. REV. STAT. § 18-2101 *et seq.*

Under this Plan, the Redeveloper proposes to develop the “Project Site” into a laundromat (the “Project”). The Project Site has been declared to be blighted and substandard. The Redeveloper is requesting tax increment financing for certain eligible costs and expenses related to the Project.

2. Blighted and Substandard Condition of Project Site (NEB. REV. STAT. §§ 18-2103 (3) and (31) and 18-2109)

The City has declared the Project Site and surrounding areas as blighted and substandard as defined in the Nebraska Community Development Law. *See* Attachment 1.

3. Statutory Elements (NEB. REV. STAT. §§ 18-2103(27) and 18-2111)

- A. **Boundaries of the Project Site:*** The Project Site is described as Lot 2B, Kelley Subdivision, a Replat of Lot 2, Kelley Subdivision, a Replat of the East 270 feet of the South 300 feet of Tract 34, Goos Tracts, to the City of Scottsbluff, Scotts Bluff County, Nebraska (Scotts Bluff County Parcel ID 010347127). An aerial map of the Project Site is attached as Attachment 2. A street view of the Project Site is attached as Attachment 3.
- B. **Land Acquisition:*** The Redeveloper acquired the Project Site on September 20, 2016 in contemplation of developing the Project Site as a laundromat.
- C. **Land Uses:*** See Attachment 4 for existing land uses of the area surrounding the Project Site. The Project Site will be used as a laundromat.
- D. **Land Coverage, and Building Intensities:*** See the Preliminary Site Plan attached as Attachment 5. The parking lot will be approximately 9,525 square feet and the building will be approximately 3,600 to 3,700 square feet. The exact siting and size of the building on the Project Site is subject to change. The Redeveloper is considering moving the building to the north side of the Project Site to accommodate parking.
- E. **Site Plan:*** See Attachment 5. The exact siting and size of the building on the Project Site is subject to change. The Redeveloper is considering moving the building to the north side of the Project Site to accommodate parking.
- F. **Existing Uses and Condition:*** The Project Site is currently vacant, undeveloped land.
- G. **Demolition and Removal of Structures:*** None
- H. **Population Densities:*** The Plan does not contemplate a change in population densities around the Project Site.

- I. **Zoning Changes:** The Project Site is zoned as C-2 Neighborhood and Retail Commercial which has self-services laundromats a principle permitted use. Thus, no zoning changes are necessary. See Attachment 6.
 - J. **Additional Public Facilities and Utilities:** A sewer main that runs under the Project Site will need to be relocated.
 - K. **Street Layouts, Street Levels, and Grades:** No changes to street layouts, street levels, and grades are needed for this Plan.
 - L. **Ordinance and Building Code Changes:** No ordinance or building code changes are contemplated by the Plan.
4. **Conformity to General Plan of the City (NEB. REV. STAT. §§ 18-2112, 18-2113(1), and 18-2116(1)(a)).**

The Planning Commission, City, and CRA are all tasked with determining whether this Plan conforms to the general plan for the development of the City as a whole. NEB. REV. STAT. §§ 18-2112, 18-2113(1), and 18-2116(1)(a).

According to the 2016 Scottsbluff Comprehensive Plan, the Project Site is in the Northwest District and in the Northwest Commercial Neighborhood. One of the principles for sustainable development for the Northwest District is to encourage new development to be contiguous with existing development. The Northwest Commercial Neighborhood contemplates heavier daytime use, 24 hour traveler activities, traffic heaviest in the day but continuing through night, lower noise, and C-2 as an appropriate zone. The Redeveloper’s development of the Project Site is consistent with the Comprehensive Plan. Relevant excerpts from the Comprehensive Plan are attached as Attachment 7.

5. **Proposed Financing**

A. **Tax Increment Financing.** The Redeveloper is requesting tax increment financing to pay for statutorily eligible expenses, to the extent such funds are available. The tax increment financing will be generated from the increased property taxes to be paid on the Project Site after development all according to NEB. REV. STAT. § 18-2147. The amount of the available proceeds from tax increment financing (“TIF Revenues”) is estimated at approximately \$124,815.00, calculated as follows:

a. Base Value:	\$116,012.00
b. Project Completion Value:	\$501,262.00
c. Tax Increment (b minus a):	\$385,250.00
d. Estimated Levy:	2.16%
e. Annual Projected Shift (rounded):	\$ 8,321.00
f. Total TIF Available (e multiplied by 15)	\$124,815.00

Note: The above figures are based on estimated values, project completion/phasing timelines, and levy rates. Actual values and rates may vary materially from the estimated amounts.

The TIF Revenues will be used to make principal and interest payments toward a tax increment financing bond (“TIF Indebtedness”) to be held or sold by the Redeveloper. The principal amount of the TIF Indebtedness will be based on the eligible expenses actually incurred. The interest rate will be established as set forth in the Redevelopment Contract.

Because the Plan proposes the use of tax increment financing, the City must find that the Plan would not be economically feasible without the use of tax increment financing and the Project would not occur in the blighted and substandard area without the use of tax increment financing. The City and the CRA must also find that the costs and benefits of the Project, including costs and benefits to other affected political subdivisions, the economy of the community, and the demand for public and private services have been analyzed and been found to be in the long-term best interest of the community. NEB. REV. STAT. §§ 18-2113(2) and 18-2116(1)(b).

The Redeveloper certifies that this Plan would not be economically feasible, and the Project would not occur at the Project Site without the use of tax increment financing. Tax increment financing will allow the Project to cash-flow because it will reduce the amount needed to borrow from the bank. Without tax increment financing, the combined taxes, insurance, and bank payments for the project will be higher than is feasible for cash flow purposes.

Notwithstanding the foregoing, the Redeveloper understands the liability of the CRA and City shall be limited to the TIF Revenues received by the CRA with respect to the Project available to pay the TIF Indebtedness issued for this Project and the Redeveloper shall look exclusively thereto for the payment on any TIF Indebtedness. The Redeveloper acknowledges that the above figures are, and any TIF Indebtedness will be set, based on estimates and assumptions, including expectations as to the completion of construction and valuations, suggested by the Redeveloper, which may alter substantially and materially, and/or certain project costs incurred by the Redeveloper, and that tax increment revenues may be altered or eliminated entirely based on future decisions of the Nebraska Legislature or the voters of the State of Nebraska or by future court decisions.

Below are the portions of the project, and estimated cost that the Redeveloper proposes to be paid for with TIF Revenues, to the extent available:

Description	Estimated Costs
Land Acquisition	\$ 117,500.00
Site Preparation	\$ 7,500.00
Water Service	\$ 4,500.00
Modifications to Sewer Main	\$ 3,750.00
Plan Preparation/Legal	\$ 10,250.00
Total	\$ 143,500.00

B. Private Investment/Financing. The estimated TIF Revenues available will not be sufficient to cover the eligible costs. The Redeveloper will make a substantial private investment in and obtain private financing for the private improvements estimated at close to \$400,000.00.

Below is a breakdown of estimated costs and expenses of the Project and the use of funds for each. A "TIF Adjustment" is made to show the TIF eligible expenses that will not be covered by TIF, but rather private investment. This breakdown does not account for interest to be paid out of TIF funds.

Description	TIF Funds (eligible)	Private Funds	Totals
Land Acquisition	\$ 117,500.00		
Site Preparation	\$ 7,500.00		
Water Service	\$ 4,500.00		
Modifications to Sewer Main	\$ 3,750.00		
Concrete		\$ 68,000.00	
Building		\$ 301,500.00	
Plan Preparation/Legal	\$ 10,250.00		
Subtotals	\$ 143,500.00	\$ 369,500.00	
TIF Adjustment	\$ (18,685.00)	\$ 18,685.00	
Totals	\$ 124,815.00	\$ 388,185.00	\$ 513,000.00

Please note that all the figures in this Plan are estimates and tax increment financing granted will be based on actual costs incurred for eligible expenses, as limited by tax increment revenues received.

A proposed statutory Cost-Benefit Analysis of the Project is attached as Attachment 8.

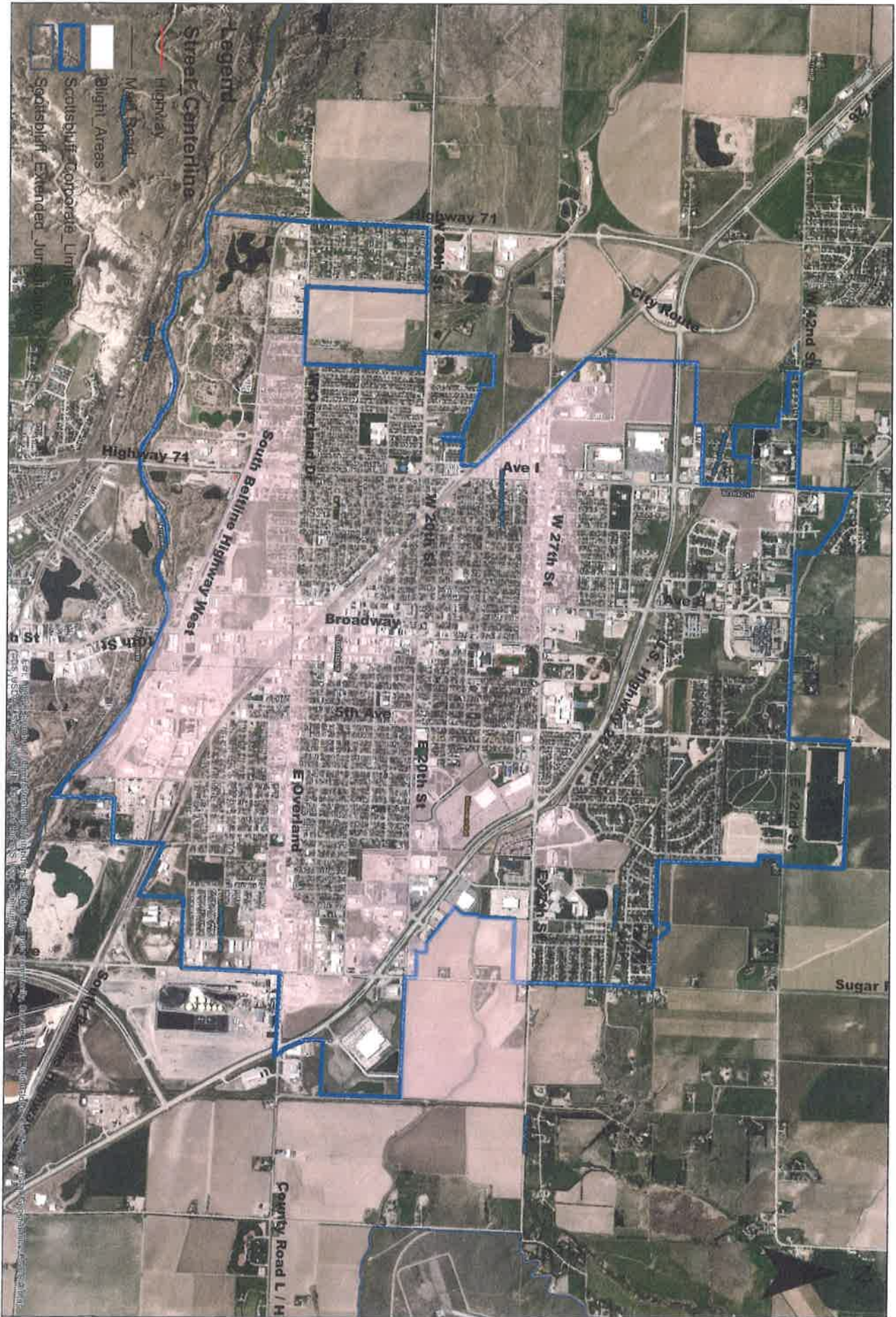
6. Implementation of the Plan

Upon approval of this Plan, the Redeveloper will enter into a Redevelopment Contract with the CRA which shall govern the implementation of this Plan. All public improvements related to this Plan shall be according to (a) plans and specifications approved in writing by the City in advance of commencement of construction, (b) all ordinances and codes adopted by the City, as in effect at the time that the public improvements are constructed, and (c) any other agreement related to the public improvements between the Redeveloper and the City. The Redevelopment Contract between the Redeveloper and the CRA shall not replace or supersede the need for the Redeveloper to obtain other agreements, consents, permits, or licenses from the City related to the public improvements or other improvements as may be required by the City for the type of work to be performed on the Project Site.

MTL Commodity Corporation

By: 
Mark Simmons, President

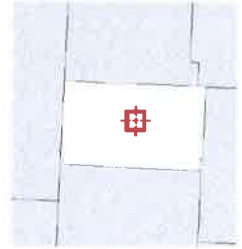
**MTL Commodity Laundromat Redevelopment Plan
Attachment 1
Blighted and Substandard Map**



**MTL Commodity Laundromat Redevelopment Plan
Attachment 2
Map of Project Site**



Overview



Legend

-  Tax Parcels
-  Roads

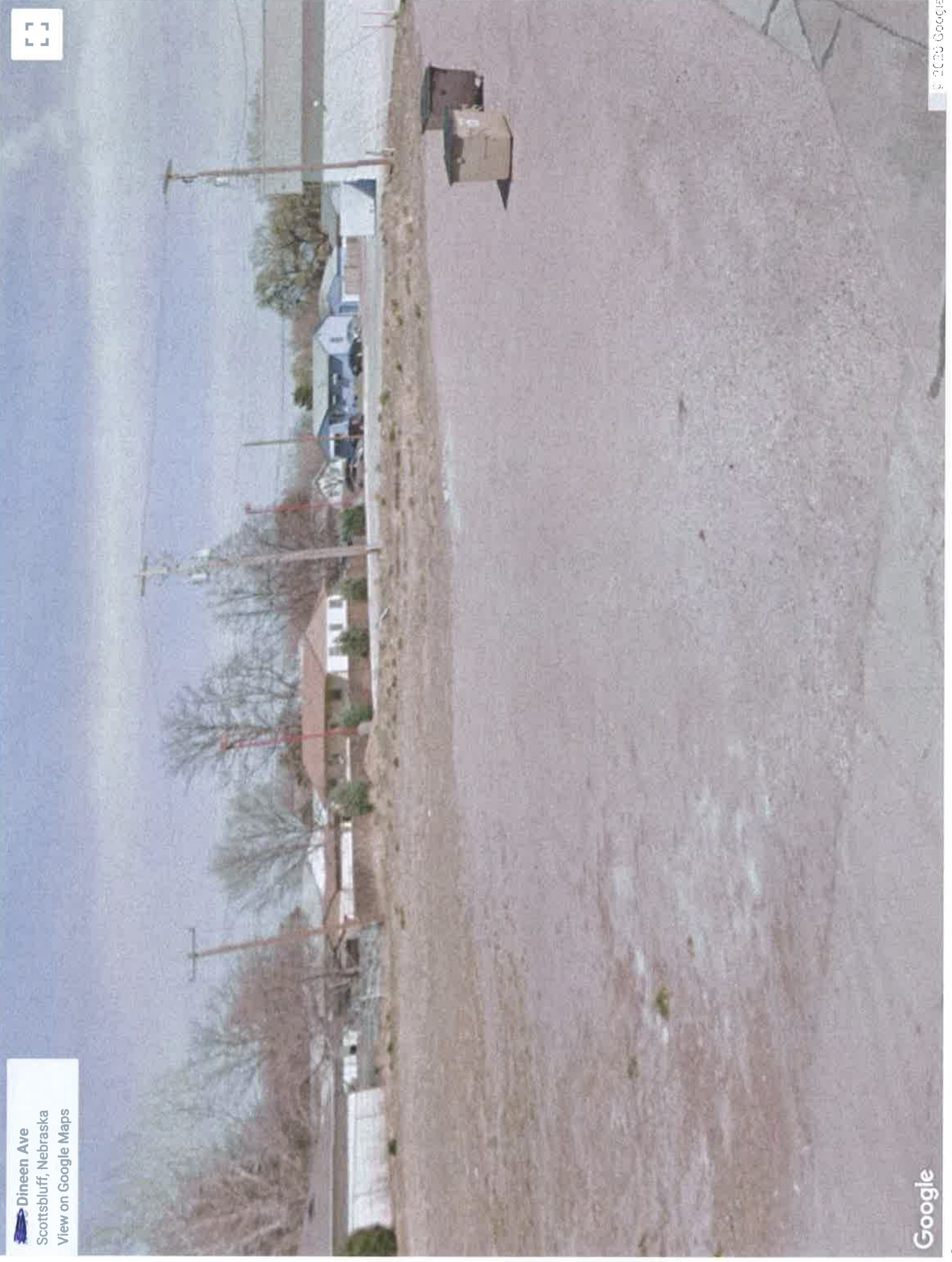
Parcel ID	010347127	Alternate ID	n/a	Owner Address	MTL COMMODITY CORP
Sec/Twp/Rng	14/22/55	Class	n/a		PO BOX 369
Property Address		Acreage	n/a		TORRINGTON WY 82240
District	n/a				
Brief Tax Description	LT 2B, KELLEY SUB, REPLAT OF PT TR 34 GOOS TR				
	<i>(Note: Not to be used on legal documents)</i>				

DISCLAIMER: This map measurement's and all associated data are approximate and not to be used for any official purposes. Scotts Bluff County assumes no liability associated with the use or misuse of this information.

Date created: 8/31/2020

Developed by  Schneider
GEOSPATIAL

**MTL Commodity Laundromat Redevelopment Plan
Attachment 3
Street View of Project Site**



Dineen Ave
 Scottsbluff, Nebraska
 View on Google Maps



**MTL Commodity Laundromat Redevelopment Plan
Attachment 4
Current Land Use Map**



Existing Land Use

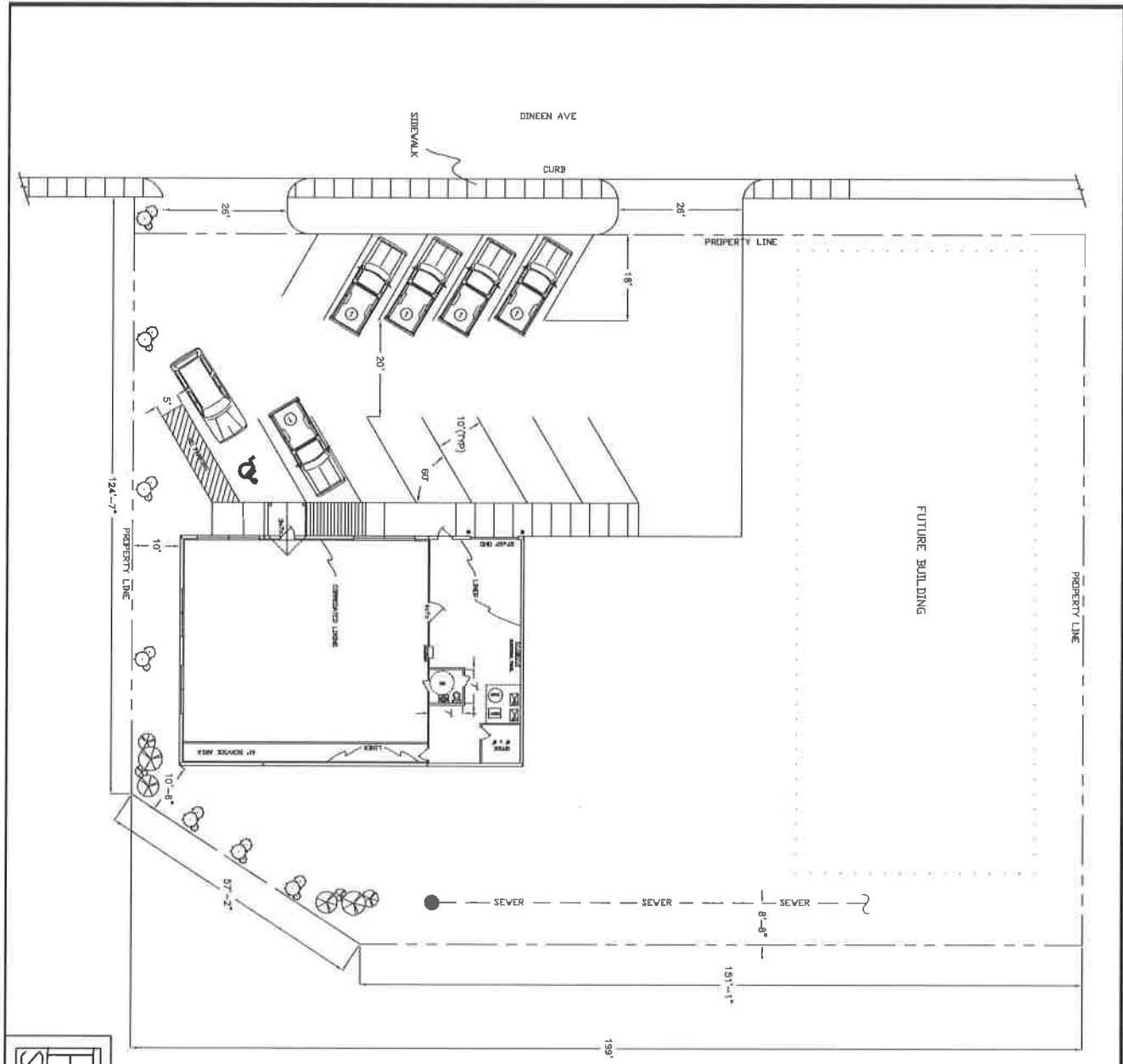
City of Scottsbluff
Scotts Bluff County, NE

Data Source:
Land Use: City, 2003 with field updates
Parcels: Scotts Bluff County, 2016
Aerial: US Army Corps of Engineers, 2011

- | | |
|------------------------------|----------------------------|
| Blight Analysis Area Parcels | Light Mfg & Industrial |
| Land Use | Heavy Mfg & Industrial |
| Agricultural | D&P |
| Central Business District | Park |
| Neighborhood Commercial | Single Family Residential |
| Heavy Commercial | Heavy Density Multi-Family |
| Commercial—Traveler Serv | Rural Residential |
| Light Commercial | Semi-Public |
| Heavy Commercial | Undeveloped |
| Public Water Facility | Blight Study Area |
| | Corporate Limits |



**MTL Commodity Laundromat Redevelopment Plan
Attachment 5
Preliminary Site Plan**

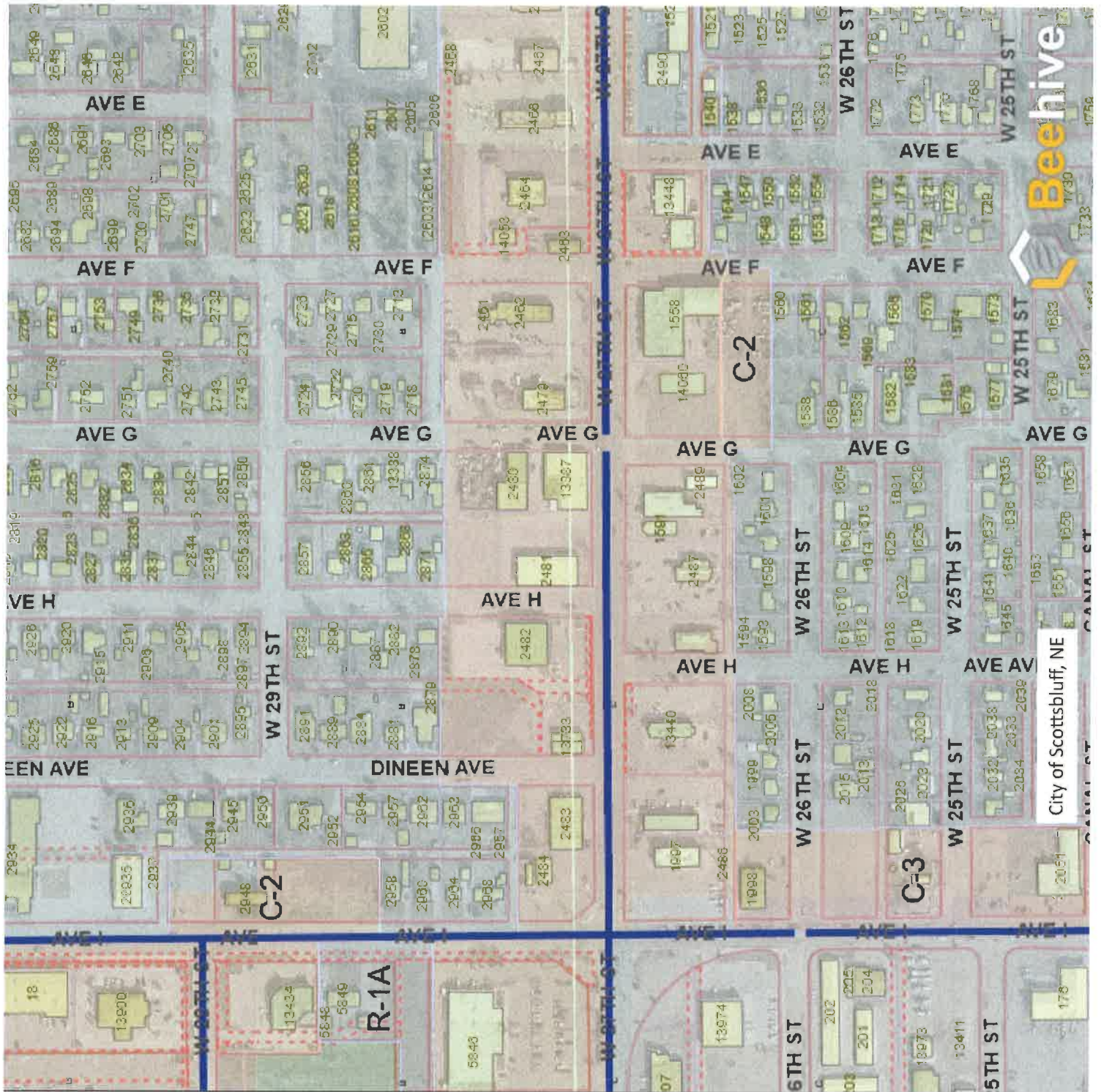


PRELIMINARY

- ① DOOR 1500 81.25W x 237.9 L
 - ② BUCK VERNO SEAM 71.4 W x 183.8 L
 - ③ VAN 58 W x 224 L
- NOT FINISHING - 10' SPACES
 10' REQUIRED (SPACE TO CURB) FOR
 BACKING OUT.

	ESTABLISHED	PURCHASER	MARK SIMMONS
	1946	PROJECT	SCOTT SLUFF LAUNDRY
GERING, NE	DWG BY: RAP	DATE: 8/10/2020	JOB NO. 2222
	CHK BY: KS	REV: 0	DWG

**MTL Commodity Laundromat Redevelopment Plan
Attachment 6
Zoning Map**

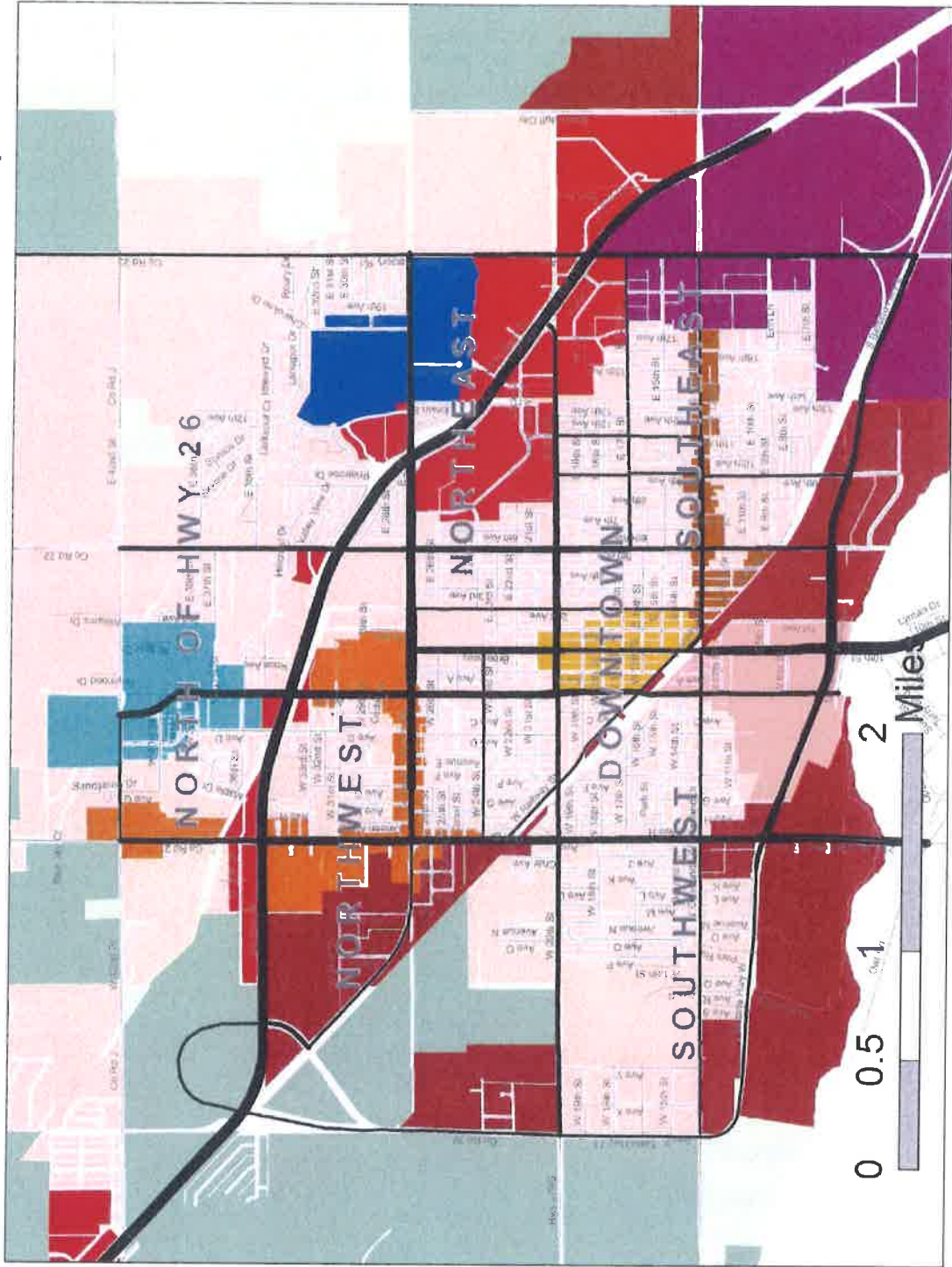


City of Scottsbluff, NE



**MTL Commodity Laundromat Redevelopment Plan
Attachment 7
Excerpts from Comprehensive Plan**

Scottsbluff Future Land Use Map



Summary of Neighborhood Types

Neighborhood	Characteristics
East Overland	<p>Hours: Active daytime, limited nighttime activities</p> <p>Auto: Human scale transportation oriented. Formalized bicycle and pedestrian accommodations.</p> <p>Mass: Dense business corridor built near or to the street, one to two stories, Corners built out to develop 'nodes' of activity</p> <p>Emissions: High activity during the day, generally residential daily business traffic, low amounts of noise and smells, and enforced aesthetic and design standards.</p> <p>Appropriate zones: C-1, C-2, R-1a*</p>
Southeast Industrial	<p>Hours: Active daytime and nighttime</p> <p>Auto: Heavy traffic both personal and commercial motorized vehicles</p> <p>Mass: Wide variety of buildings</p> <p>Emissions: High amounts of noise and smells tolerated closer to highway 26. Heavy day-time traffic acceptable closer to residential areas west of 21st Avenue. .</p> <p>Appropriate zones: C-3, M-1, M-2</p>
WNCC Campus and Surrounding Area	<p>Hours: Daytime, generally 8-5 working hours.</p> <p>Auto: Both motorized and non-motorized traffic should be well facilitated, Motorized vehicle convenience should yield to pedestrian connectivity</p> <p>Mass: Variety of building types and heights and setbacks. Moderate to low density with accompanying open space and landscaping.</p> <p>Emissions: High activity during the day, generally residential daily business traffic, low amounts of noise and smells, and enforced aesthetic and design standards.</p> <p>Appropriate zones: R-1a, O-P, R-4</p>
Highway 26 Commercial	<p>Hours: Daytime and evening. Nighttime activity acceptable adjacent to highway.</p> <p>Auto: Motorized vehicle oriented to facilitate both personal and commercial vehicles. Formalized pedestrian and cycling facilities.</p> <p>Mass: Variety of building types and heights and setbacks. Moderate to high density and mixes of uses.</p> <p>Emissions: High activity during the day, low amounts of non-restaurant smells, lower noise, and enforced aesthetic and landscaping standards.</p> <p>Appropriate zones: C-2, PBC, O-P, R-4</p>
Avenue B and Hospital Campus	<p>Hours: Daytime and evening. Nighttime activity acceptable adjacent to highway.</p> <p>Auto: Motorized vehicle oriented to facilitate both personal and commercial vehicles. Formalized pedestrian and cycling facilities.</p> <p>Mass: Variety of building types and heights and setbacks. Moderate to high density and mixes of uses.</p> <p>Emissions: High activity during the day, low amounts of non-restaurant smells, lower noise, and enforced aesthetic and landscaping standards.</p> <p>Appropriate zones: C-2, PBC, O-P, R-5</p>
Northwest Commercial	<p>Hours: Heavier daytime use, 24 hour retail, fast-food, or traveler activity accepted.</p> <p>Auto: Multi-modal accommodations integrated on 27th street and included on Avenue I.</p> <p>Mass: Big box with surface parking acceptable when built to design code, shared buildings, built out along key intersections, low height, set-backs to encourage walkability on 27th st.</p> <p>Emissions: Traffic heaviest in the day but continuing through the night, low amounts of non-restaurant smells, lower noise, and enforced aesthetic and landscaping standards.</p> <p>Appropriate zones: C-2</p>



<p>South Broadway</p>	<p>Hours: Heavier daytime use, evening retail. Auto: Multi-modal transportation well accommodated. Mass: Higher density development, generally low buildings though 2.5-3 stories is acceptable. Broadway setbacks set eventually to be near or on the street. Larger for big box. Emissions: Traffic heaviest in the day but continuing through the night, commercial deliveries frequent, low amounts of non-restaurant smells, lower noise, and enforced aesthetic and landscaping standards. Appropriate zones: C-1, O-P, C-2, R-4, PBC*</p>
<p>Central Business District</p>	<p>Hours: Active daytime, evening, and nighttime activities Auto: Formalized bicycle and pedestrian accommodations. Pedestrian oriented along Broadway Mass: Allowable height up to 70 feet, zero setbacks. Buildings should take up entire lot- green space provided in public facilities. Emissions: High activity during the day, evening, and late night. Lights that reflect historical character of district. Appropriate zones: C-1</p>
<p>Automobile Commercial</p>	<p>Hours: Daytime and nighttime activity Auto: Motorized traffic oriented with ease of commercial vehicle access Mass: Wide variety of building types and sizes Emissions: Noises and heavier commercial traffic associated with business Appropriate zones: C-2, C-3, PBC, R-4</p>
<p>Rural Residential</p>	<p>Hours: Generally daytime activity Auto: Motorized traffic oriented Mass: Some agricultural activity, low traffic intensity, dust from unpaved roads Emissions: Noises and heavier commercial traffic associated with business Appropriate zones: R-1b, AR</p>
<p>Residential</p>	<p>Hours: Daytime activity Auto: Generally personal motorized traffic only, safe streets for non-motorized transportation Mass: Generally small buildings, single family homes predominately with ample setbacks Emissions: No offensive smells or noises, low traffic, well maintained properties Appropriate zones: R-1a, Due to higher intensity of traffic and density in R-4 and R-6, these zones may be appropriate in certain areas</p>




Northwest

Themes:

1. **Growing as a regional leader of commerce and economic opportunity**
 - Home to employment hubs, Housing that supports a thriving workforce, High transportation accessibility
2. **Living into our unique character of a city in the country**
 - Home to retail amenities to serve the surrounding neighborhoods and the region
3. **Promoting the health and happiness of all citizens**
 - Clean, safe neighborhoods, multimodal active transportation options, access to parks
4. **Inclusive Opportunities for participation in civic life**
 - Strong civic groups, available resources, community events

Principles:

5. **Interconnection of Neighborhoods and amenities**
 - a. Improve pedestrian and cycling facilities across the highway and throughout the neighborhood. Utilize neighborhood through streets, Railway St., and multi-modal accommodations along 27th St and Ave. B.
 - b. Safe and efficient motorized transportation along major arterials, encouraging shared driveways and limited access points.
 - c. Safe routes to school with attention to crosswalks on high traffic roads, crossing guards, and drop-off, pick-up traffic flow.
6. **Sustainable development**
 - a. Incorporate native species, and natural landscaping into codes commercial development and campus landscape design.
 - b. Natural stormwater facilities in uses with high percentage of impervious surfaces.
 - c. Direct higher intensity uses towards arterials, with highest intensities at intersections of arterials and collectors.
 - d. Build successful nodes at major intersections on 27th street through aesthetics, building design, and encouraging commercial and mixes of uses.
 - e. Preserve undeveloped land where city utilities could be extended for long term (10-20 year) development needs.
 -  f. Encourage new development to be contiguous with existing development with planned linkages between roads and utilities.
 - g. Avoid development in floodplain
 - h. Restrict uses that may have a negative impact on the City's wellfield.
7. **Access to culture and recreation**
 - a. Connect residential areas to parks through walking and biking trail connectivity and attention to pedestrian accommodations along and across heavily trafficked thoroughfares.
 - b. Plan for a public access to a park or greenspace in current and new development, striving for no one residence to be more than a quarter mile walking distance from recreation facilities.
 - c. Encourage opening school grounds as regular park access.
 - d. Create positive, safe gathering places for neighbors and youth in parks and outside of restaurants.
8. **Strong neighborhoods and places, rooted in our unique character**

- a. Make programs that encourage up-keep of private property and neighborhoods more accessible and better communicated.
- b. Facilitate and support neighborhood involvement in plans, studies, and community events.
- c. Continue traditional neighborhood style of homes, streets, and sidewalks in residential areas.
- d. Improve aesthetics and landscaping along collectors, arterials, and in front of businesses, utilizing native species and enforcing design standards in Northwest Commercial Corridors.

Northwest Neighborhoods



Northwest Commercial

Appropriate Zones: C-2

- **Hours:** Heavier daytime use, 24 hour retail, fast-food, or traveler activity accepted.
- **Auto:** Multi-modal accommodations integrated on 27th street and included on Avenue I.
- **Mass:** Big box stores, shared buildings, low height but smaller setbacks on 27th Street to encourage walkability.
- **Emissions:** Traffic heaviest in the day but continuing through the night, low amounts of non-restaurant smells, lower noise, and enforced aesthetic and landscaping standards.

*This neighborhood may include mixed use zoning in the future. Until the City adds Mixed Use as a zoning district, either C-2 or R-1a would be appropriate zones for this area.

**MTL Commodity Laundromat Redevelopment Plan
Attachment 8
Proposed Cost-Benefit Analysis**

COMMUNITY REDEVELOPMENT AUTHORITY, CITY OF SCOTTSBLUFF, NEBRASKA
 MTL Commodity Laundromat Project
 COST-BENEFIT ANALYSIS
 (Pursuant to Neb. Rev. Stat. § 18-2113)

A. Project Sources/Use of Funds: An estimated \$124,815.00 of TIF Revenues are available for this Project. This public investment will leverage approximately \$388,185.00 in private sector investment; a private investment of approximately \$3.11 for every TIF dollar invested. Below is a breakdown of estimated costs and expenses of the Project and the use of funds for each. A “TIF Adjustment” is made to show the TIF eligible expenses that will not be covered by TIF, but rather private investment. This breakdown does not account for interest to be paid out of TIF funds.

Description	TIF Funds (eligible)	Private Funds	Totals
Land Acquisition	\$ 117,500.00		
Site Preparation	\$ 7,500.00		
Water Service	\$ 4,500.00		
Modifications to Sewer Main	\$ 3,750.00		
Concrete		\$ 68,000.00	
Building		\$ 301,500.00	
Plan Preparation/Legal	\$ 10,250.00		
Subtotals	\$ 143,500.00	\$ 369,500.00	
TIF Adjustment	\$ (18,685.00)	\$ 18,685.00	
Totals	\$ 124,815.00	\$ 388,185.00	\$ 513,000.00

B. Tax Revenues and Tax Shifts Resulting from the Division of Taxes.

Taxes from base value of the Project Site will be available to the local taxing jurisdictions regardless of the tax increment financing. The current value of the Project Site is \$116,012. Taxes from the current value of the Project Site are approximately \$2,395.00 per year. The local taxing jurisdictions are the City, Scotts Bluff County, Scottsbluff Public Schools, WNCC, ESU 13, and North Platte NRD. The tax increment revenues from this Project will not be available to local taxing jurisdictions for up to 15 years after the effective date of the division of taxes. During those times, the tax increment revenues from the Project Site will be used to reimburse the Redeveloper for the eligible development costs (with interest) necessary for the Project. The estimated average annual tax increment revenues are calculated as follows:

a. Base Value:	\$116,012.00
b. Project Completion Value:	\$501,262.00
c. Tax Increment (b minus a):	\$385,250.00
d. Estimated Levy:	2.16%
e. Annual Projected Shift (rounded):	\$ 8,321.00
f. Total TIF Available (e multiplied by 15)	\$124,815.00

Note: The above figures are based on estimated values, project completion/phasing timelines, and levy rates. Actual values and rates may vary materially from the estimated amounts.

C. Public Infrastructure and Community Public Service Needs Impacts and Local Tax Impacts Arising from Project Approval.

A sewer main under the property will need to be relocated. There are no additional local tax impacts for this sewer relocation.

D. Impacts on Employers and Employees of Firms Locating or Expanding Within the Boundaries of the Redevelopment Project Area.

There is currently one employee working at the Redeveloper's laundromat adjacent to the Project Site. This will remain the same after the Project is completed.

E. Impacts on other Employers and Employees within the City and immediate area located outside the Redevelopment Project Area.

None anticipated.

F. Impacts on Student Populations of School Districts within the City.

None anticipated.

G. Other Impacts.

Local contractor will perform the work.

RESOLUTION 9-14-1

BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

Recitals:

a. Pursuant to the Community Development Law, NEB. REV. STAT. § 18-2101 *et seq.*, a redevelopment plan titled *MTL Commodity Laundromat* by MTL Commodity Corporation (the "Redevelopment Plan") has been submitted to the Planning Commission.

b. The Planning Commission has reviewed the Redevelopment Plan as to its conformity with the 2016 Scottsbluff Comprehensive Plan (the "Comprehensive Plan").

Resolved:

1. The Planning Commission finds that Redevelopment Plan conforms to the Comprehensive Plan and recommends approval of the Redevelopment Plan to the Scottsbluff Community Redevelopment Authority and City Council.

2. All prior resolutions of the Commission in conflict with the terms and provisions of this Resolution are repealed to the extent of such conflicts.

3. This Resolution shall become effective immediately upon its adoption.

PASSED and APPROVED on September 14, 2020

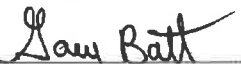
PLANNING COMMISSION OF THE CITY
OF SCOTTSBLUFF, NEBRASKA

By: _____


Chair

ATTEST:

By: _____


Recording Secretary

RESOLUTION NO. 09-17-20

BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AUTHORITY OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

Recitals:

a. Pursuant to the Community Development Law, NEB. REV. STAT. § 18-2101 *et seq.*, a redevelopment plan for the *MTL Commodity Laundromat* project submitted by MTL Commodity Corporation (the "Redevelopment Plan") has been submitted to the Scottsbluff Community Redevelopment Authority ("CRA"). The Redevelopment Plan proposes to redevelop an area of the City which the City Council has declared to be blighted and substandard and in need of redevelopment. The Redevelopment Plan includes the use of tax increment financing.

b. The Redevelopment Plan has been reviewed by the Planning Commission, which found that the Redevelopment Plan conforms to the 2016 Scottsbluff Comprehensive Plan (the "Comprehensive Plan"). The Planning Commission recommended approval of the Redevelopment Plan to the CRA and City Council.

c. The CRA has reviewed and conducted a cost-benefit analysis of the Redevelopment Plan and makes the findings and recommendations as set forth in this Resolution.

Resolved:

1. The proposed land uses and building requirements in the Redevelopment Plan are designed with the general purposes of accomplishing, in conformance with the Comprehensive Plan, a coordinated, adjusted, and harmonious development of the City and its environs which will, in accordance with present and future needs, promote health, safety, morals, order, convenience, prosperity, and the general welfare, as well as efficiency and economy in the process of development, including, among other things, adequate provision for traffic, vehicular parking, the provision of adequate transportation, water, sewerage, and other public utilities, and other public requirements, the promotion of sound design and arrangement, the wise and efficient expenditure of public funds, and the prevention of the recurrence of conditions of blight.

2. The CRA has conducted a cost benefit analysis for the project according to the Community Redevelopment Law, and finds that the project as proposed in the Redevelopment Plan would not be economically feasible or occur in the project area without tax increment financing and the costs and benefits of the project, including costs and benefits to other affected political subdivisions, the economy of the community, and the demand for public and private services, are in the long term best interests of the community. The CRA Chair is authorized to execute the cost benefit analysis to show the CRA's review and discussion thereof.

3. The CRA states: (a) the Redeveloper acquired the Project Site (as defined in the Redevelopment Plan) on September 16, 2016 for \$117,500.00 in contemplation of developing the Project Site; (b) the estimated cost of preparing the project area for redevelopment is \$15,750, which entails general site preparation, water service, and modifications to a sewer main; (c) the Redevelopment Plan does not propose that either the CRA or City will acquire the project area and neither the CRA nor City will receive proceeds or revenue from disposal of the project area to the Redeveloper; (d) the proposed methods of financing of the project are (i) tax increment financing for eligible costs and (ii) private investment and financing for the remainder of the project costs; and (e) no families or businesses will be displaced as a result of the project.

4. The CRA recommends approval of the Redevelopment Plan to the City Council.

5. This Resolution along with the recommendation of the Planning Commission shall be forwarded to the City Council for its consideration when reviewing the Redevelopment Plan.

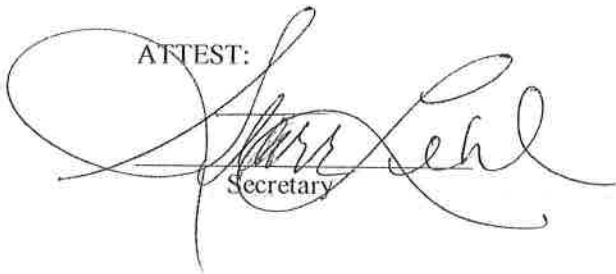
6. All prior resolutions of the CRA in conflict with the terms and provisions of this Resolution are repealed to the extent of such conflicts.

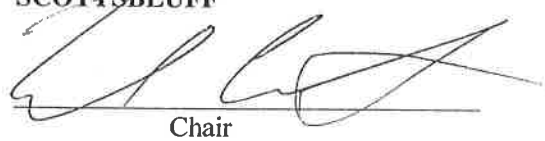
7. This Resolution shall become effective immediately upon its adoption.

PASSED AND APPROVED on September 17, 2020

**COMMUNITY REDEVELOPMENT
AUTHORITY OF THE CITY OF
SCOTTSBLUFF**

ATTEST:


Secretary


Chair

COMMUNITY REDEVELOPMENT AUTHORITY, CITY OF SCOTTSBLUFF, NEBRASKA
 MTL Commodity Laundromat Project
 COST-BENEFIT ANALYSIS
 (Pursuant to Neb. Rev. Stat. § 18-2113)

A. Project Sources/Use of Funds: An estimated \$124,815.00 of TIF Revenues are available for this Project. This public investment will leverage approximately \$388,185.00 in private sector investment; a private investment of approximately \$3.11 for every TIF dollar invested. Below is a breakdown of estimated costs and expenses of the Project and the use of funds for each. A “TIF Adjustment” is made to show the TIF eligible expenses that will not be covered by TIF, but rather private investment. This breakdown does not account for interest to be paid out of TIF funds.

Description	TIF Funds (eligible)	Private Funds	Totals
Land Acquisition	\$ 117,500.00		
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- a. Base Value: \$116,012.00
- b. Project Completion Value: \$501,262.00
- c. Tax Increment (b minus a): \$385,250.00
- d. Estimated Levy: 2.16%
- e. Annual Projected Shift (rounded): \$ 8,321.00
- f. Total TIF Available (e multiplied by 15) \$124,815.00

Note: The above figures are based on estimated values, project completion/phasing timelines, and levy rates. Actual values and rates may vary materially from the estimated amounts.

C. Public Infrastructure and Community Public Service Needs Impacts and Local Tax Impacts Arising from Project Approval.

A sewer main under the property will need to be relocated. There are no additional local tax impacts for this sewer relocation.

D. Impacts on Employers and Employees of Firms Locating or Expanding Within the Boundaries of the Redevelopment Project Area.

There is currently one employee working at the Redeveloper's laundromat adjacent to the Project Site. This will remain the same after the Project is completed.

E. Impacts on other Employers and Employees within the City and immediate area located outside the Redevelopment Project Area.

None anticipated.


F. Impacts on Student Populations of School Districts within the City.

None anticipated.

G. Other Impacts.

Local contractor will perform the work.

Adopted by the Scottsbluff Community Redevelopment Authority on September 17, 2020



Chairperson

City of Scottsbluff, Nebraska
Monday, September 21, 2020
Regular Meeting

Item Pub. Hear.2

Council to conduct a public hearing set for this date at 6:00 p.m. for the purpose of reviewing and obtaining comment on a Community Development Block Grant in the amount of \$732,500 for Owner Occupied Housing Rehabilitation.

Staff Contact: Rick Kuckkahn, Interim City Manager

2020 CDBG Owner Occupied Rehabilitation



Project Information ✓

Application Information

Application Name* ✓

How much are you requesting from the funder?

Award Requested*

How much are you planning to contribute to the budget?

Cash Match Requirement \$0.00 ⓘ

Cash Match Contributions*

Total Award Budget \$732,500.00

Primary Contact Information

Name*

Email Address*

Address Line 1*

Address Line 2

City*

State/Province*

Postal Code*

Phone Number

Part 01: General Information

Applicant Identification

Applicant Name
City of Scottsbluff

Mailing Address

Address Line 1
2525 Circle Drive
Address Line 2

City
Scottsbluff
State

NE

Postal Code
69361

County
Scotts Bluff

Local Contact

First Name
Starr

Last Name
Lehl

Email Address
slehl@scottsbluff.org

Phone Number (Do Not Include Dashes)
3086324136

Extension
Fax

3086306249

Tax ID (Do Not Include Dashes)
476006350

DUNS # (Do Not Include Dashes)
040601601

SAM Expiration Date
6/23/2021

Person Preparing Application

Is the person preparing the application the same as the Local Contact above?

Yes
 No

First Name
Bryan

Last Name
Venable

Organization

Public Works and Development Dept

City
Scottsbluff
State

NE ▾

Postal Code
69361

Email Address
bryanv@nepadd.com

Phone Number (Do Not Include Dashes)
3084366584

Extension

Tax ID (Do Not Include Dashes)
470545622

Application Preparer

- Local Staff
- Consultant
- Non-Profit
- Economic Development District

General

Number of Household Beneficiaries at or below 80% of the Area Median Family Income
25

Housing Activities

Owner-Occupied Rehabilitation

Type of Applicant

Unit of Local Government

Grant Request Amount
\$732,500.00

Service Area

City
Scottsbluff

County

Scotts Bluff|County ▾

Legislative District

Legislative District 48 ▾

Congressional District

Congressional District 3 ▾

Part 02: CDBG Certifying Official

Chief Elected Officer of Local Government Requesting CDBG Funds

First Name

Raymond

Last Name

Gonzales

Title

Mayor

Email Address

rgonzales@scottsbluff.org

Phone Number (Do Not Include Dashes)

3086324136

Extension

Address Line 1

2525 Circle Drive

Address Line 2

City

Scottsbluff

State

NE

Postal Code

69361

Chief Elected Official Signature

Download the 'CDBG Chief Elected Official Template' attachment, complete, and upload.

ATTACHMENT: CDBG Chief Elected Official Template

CDBG Chief Elected Official Template.docx

UPLOAD: Signed CDBG Chief Elected Official Template

Part 03: Funding Summary

OOR Funding Summary

CDBG National Objective:

All CDBG-funded project activities (including any required match and leverage funds) must meet one National Objective of the CDBG Program. A project or project activity that fails to meet a national objective is ineligible for CDBG resources. These national objectives are briefly described below:

- Benefiting low- to moderate-income persons (LMI), including:
 - LMI Housing (LMH)
-

Proposed Unit Type:

Awarded projects must report on accomplishments specific to project outcomes. There are seven accomplishment types, the number of accomplishments will depend on the project activities to be undertaken. These types include People, Households, Businesses, Organizations, Housing Units, Public Facilities, and Jobs. For reporting purposes, at the time of application, the number of accomplishments is considered "proposed" and upon completion of project activities, the accomplishments are considered "actual".

List the most appropriate proposed primary beneficiary group. Identify the most appropriate proposed type of primary beneficiary.

Instructions

Using the activities, enter the National Objective and Proposed Unit Type. The project cannot include only Supporting Activities.

Owner Occupied Rehabilitation (14A)

Does your project include Owner Occupied Rehabilitation (14A)?

- Yes
 No

National Objective: Owner Occupied Rehabilitation (14A)

LMH

Proposed Unit Type: LMH

Housing Units

Does the application include matching funds Owner Occupied Rehabilitation? Match is not required for this funding opportunity. If your application includes matching funds, enter the Match Fund sources and amounts for each Activity.

- Yes
 No
-

Housing Management (14H)

Does your project include Housing Management (14H)?

- Yes
 No

National Objective: Housing Management (14H)

LMH

Proposed Unit Type: LMA

Does the application include matching funds for Housing Management (14H)? Match is not required for this funding opportunity. If your application includes matching funds, enter the Match Fund sources and amounts for each Activity.

Lead-Based Paint/Lead Hazards Testing (14I)

Does your project include Lead-Based Paint/Lead Hazards Testing (14I)?

- Yes
- No

National Objective: Lead-Based Paint/Lead Hazards Testing (14I)

- LMH

Proposed Unit Type: LMH

- Housing Units

Does the application include matching funds for Lead-Based Paint/Lead Hazards Testing? Match is not required for this funding opportunity. If your application includes matching funds, enter the Match Fund sources and amounts for each Activity.

- Yes
 - No
-

National Objective Fundability Information

Instructions

Select "Yes" for all National Objectives that were chosen from Primary Activities.

Low/Mod Housing Activities

LMH: Benefit Low/Moderate Income Persons Housing

- Yes
- No

Proposed Total Number of Beneficiaries (Housing Units)

25

Part 04: Project Information

OOB Project Information

The maximum number of points available within any application is 140 points. A minimum score of 30 points is required and certain criteria require a minimum score as noted in the [Application Guidelines](#).

OOB Category	Maximum	Threshold Minimum
Need/Impact	30	10
Capacity/Collaboration	30	10
Readiness	30	10
Match	5	-
Municipal Equalization Fund (MEF) Score	10	-
Achievement in EDCC or LCC	5	-
Disaster 4420-DR	30	-
Total	140 points	30 points

Project Need/Impact

Up to 30 points possible. A minimum of 10 points must be earned in this section or the application will not meet threshold and will not be considered for funding. The level of Project Need/Impact will be compared to other applicants. The narrative for Project Need/Impact shall not exceed 4 pages (13,200 characters) and should address the following items:

- Describe your existing housing stock.
- Describe the local need for the proposed CDBG project and how it was determined.
- Describe how the proposed project impacts the need in the community.
- What other housing projects are taking place in the community or service area?

Points in this section include:

- **0 - 9:** No clear description of the Project Need/Impact for the project.
- **10 - 19:** Reasonably defined Project Need/Impact that is average compared to other applicants.
- **20 - 30:** Above average description of Project Need/Impact.

Character limit: 13,200 (about 4 pages)

Narrative: Project Need/Impact

Readiness/Capacity

Scottsbluff, NE Owner Occupied Rehab Program

The City of Scottsbluff has been receiving pre-applications from interested homeowners living in the city limits of the City of Scottsbluff over the last year. To determine interest in the project we began accepting pre-applications. Since that time we have received 38 applications that we have verified through the county tax accessor as being homeowners. All of these applicants have also indicated that based on their household size they meet the income requirements of equal to or less than the 80% AMI level required to be eligible for this program. Nuisance abatement in the City of Scottsbluff is covered under Ordinance No. 3452 Section 1, Chapter 12 of the Municipal Code of the

penalties. A copy to the Nuisance policy appears in Attachment 4 on page 45 of this application.

renovated simultaneously consideration was also given to the fact that the scope of work for each home will be different therefore the time frame for each home will vary as well.

Project Implementation Schedule City of Scottsbluff Owner Occupied Rehabilitation program

Activity Estimated Completion Date

CDBG Grant Due Date September 30, 2019

CDBG Award December 2019

Release of funds February 2020

Begin Application Review and verification and create scope of work write-ups for pre-qualified projects February 2020

Allow homeowners to begin getting bids on their projects and final approvals for qualified March 2020

Begin first home April, 2020

Finish last home November 1, 2021

Final Report December 1, 2021

The key players who will be involved in the project include the City of Scottsbluff Economic Development Director who will serve as the city contact person for public inquiries about the about the project. The City of Scottsbluff Housing Inspectors who will be involved in issuing building permits where required and any necessary inspections to verify that the cities building codes are being adhered to. The Housing staff at Panhandle Area Development District who will be responsible for the day to day activities of the program serving as a primary contact for program applicants, doing home inspections to create the scope of work for the Rehab projects, present projects the to the Rehabilitation Committee for approvals throughout the process as well as keep them updated on the progress of projects, approving change orders where appropriate and doing final inspections and homeowner closeout interviews to insure that work that was outlined in the scope of work was completed and that the homeowners are satisfied with the process. The City of Scottsbluff CRA who will serve as the Housing Rehabilitation Committee to approve projects and project changes. The Scottsbluff City County along with the DED who will be responsible for approving any changes to the project guidelines. A third party contractor who will be procured by the city of Scottsbluff to do lead testing activities. CDBG grant administration will be covered by the CDBG grant administrators on the Panhandle Area Development Districts Staff, Bryan Venable. CDBG administrator will oversee all activities of the program to assure that they comply with program requirements and DED and HUD guidelines, they will also be responsible for project reporting and drawdown activities.

There have not been any changes to the information provided in the pre-application as the city of Scottsbluff does not currently have any funded DED housing projects. There are also no non-DED funded housing projects currently in the City of Scottsbluff.

The City of Scottsbluff Owner Occupied Rehab program will provide no interest forgivable loans to income qualified homeowners, who live within the City Limits of the City of Scottsbluff, to at minimum bring their homes up to the minimum standards as defined by DED housing rehabilitation guidelines, and within the cost limits of the program which is limited to \$25,000 per residence. Complete details of the program are fully outlined in exhibit P of this application.

Housing has been identified as part of the City of Scottsbluff Comprehensive Plan that was most recently updated in February of 2016. Since that time a Housing Study was completed in October of 2016. The City was a member of a regional group that made an application for rural workforce housing as part of the LB 518 program in 2017, and has since been exploring other opportunities to address our housing needs. This is the reason that we are applying for Owner Occupied Rehab as we see it as an opportunity to improve our existing housing stock.

Is housing identified in the applicant's strategic/comprehensive plan?

Yes

No

Character limit: 300

Provide the current status of the housing activities indicated in the plan.

The City of Scottsbluff participated in the development of regional housing study. Has been actively seeking funding to support housing including application for workforce housing as well as an application last year for Owner Occupied Housing.

Applicant Specific Uploads

Attachment Name 1

Scottsbluff comprehensive plan

UPLOAD: Attachment 1

Scottsbluff Comprehensive Plan Final Draft 4-18-16 Reduced Size

Attachment Name 2

Regional Housing Study

UPLOAD: Attachment 2

Regional Housing Study 2016

Attachment Name 3

Attachment Name 4

UPLOAD: Attachment 4

Attachment Name 5

Capacity/Collaboration

Up to 30 points is possible. A minimum of 10 points must be earned in this section or the application will not meet threshold and will not be considered for funding. The level of Capacity/Collaboration will be compared to other applicants. If the housing management organization has already been procured (Exhibit K1a/b or K2), please include in your answer the capacity of that organization in the below questions. The narrative for Capacity/Collaboration shall not exceed 4 pages (13,200 characters).

- List the names of the key players (local unit of government employees and partner organizations) that will be involved in the project and describe their responsibilities and experience with this type of project. (Must include the CDBG Certified Administrator, if known. If not known, identify the responsibilities to be completed by the CDBG Certified Administrator).
- Describe the practices in place for managing the progress of the project.
- Identify the relationships the applicant has with contractors, consultants and other professionals that will be beneficial to the project?
- What was the public's involvement and input for the development of this proposed project? (ex: public meetings and attendees, strategic planning, marketing/social media, etc.).
- Describe the process for referring ineligible beneficiaries to other organizations or available programs. (Identify the organizations that offer owner occupied rehabilitation resources within the community).

Points in this section include:

- **0 - 9:** No clear description of Capacity/Collaboration for the project.
- **10 - 19:** Reasonably defined Capacity/Collaboration that is average compared to other applicants.
- **20 - 30:** Above average description of Capacity/Collaboration.

Character limit: 13,200 (about 4 pages)

Narrative: Capacity/Collaboration

Capacity/Collaboration

Scottsbluff, NE Owner Occupied Rehab

The City of Scottsbluff has a strong code enforcement program with experienced staff to enforce the building codes within the City of Scottsbluff. This staff also has a strong relationship with the contractors working in the community. Scottsbluff has also implemented a contractor registration program that helps the city to know the contractors that are working in the community, who their insurance coverage is through, and their contact information. This will serve as the starting point for the qualified contractor list that will be maintained at PADD. This list will be given to all approved applicants so that they can seek bids to have their rehab project that are selected for assistance.

Other Key city staff that will be involved in the project will include Starr Lehl who will serve as the city's contact person for the project. The City of Scottsbluff CRA who will review projects make recommendations for council approval. The City of Scottsbluff city administrator who will provide oversight and serve as the city's point of contact in case any grievances were to arise. Also the city of Scottsbluff Clerk Kimberly Wright who will be instrumental in the management of the city's records and for the project.

The City of Scottsbluff also has a representative that sits on the board of the Panhandle Area Development District that will be administering this program for the city. The Panhandle Area Development District has a relationship with lead testing providers that would allow us help the City of Scottsbluff with the procurement process. Mr. Venable, the Executive Director of the Panhandle Area Development District, will oversee the administration of the project. He has served as a project manager and then later as a store manager with over 17 years' experience in managing rehabilitation and construction projects in Scottsbluff. Through these years of experience he has developed a relationship with many of the contractors as well as local building material distributors in order to facilitate complete and timely completion of projects. The Panhandle Public health district has recently had a staff member become a certified lead inspector, and has been actively working in partnership with the PADD, the Panhandle Partnership, and Western Nebraska Community College to bring training and awareness on the hazards of lead to the area. One of the other key aspects of the program would be the carry over affect. As people get help with their homes and improve the quality of their property it will encourage their neighbors to improve their properties as well. This will result in the trickle-down effect of improving the quality of neighborhoods and making them more appealing to people looking to relocate into the community.

Mr. Venable will also serve as the Certified Grant administrator for the project as the grant administrator he will be responsible for the following:

1. General Program/Grant Management:

R

Financial Management (tracking all of the project dollars)

Citizen Participation (including the citizens in the project)

Procurement (how to purchase materials and select contractors)

2. Environmental Requirements – The process that examines what effect your project activities will have on the environment.
3. Labor Standards – Payment of state prevailing wage and Federal Davis Bacon wages to all contractor employees.
4. Civil Rights – Ensuring equal opportunity under the law.
5. Acquisition and Relocation – Protecting landowner and homeowner rights.

The public has been involved over the last several years in helping to identify housing as a priority for the City of Scottsbluff. During the housing study completed in 2016, 140 households in the City of Scottsbluff returned surveys that helped identify the housing needs. One of the outcomes from the housing study was that there are 250 homes in the City of Scottsbluff that are in need of moderate rehab by 2021 to meet the needs of our citizens. Within the past year, the City of Scottsbluff has accepted pre-applications to gauge the demand and need for an Owner Occupied Rehab Program in the Community. During that time, we have received 38 applications that have been preliminary verified as homeowners through the county assessor and indicated their household income is equal to or less than the 80% of the AMI level required to be eligible for the program.

A public hearing was held in the Scottsbluff City Council Chamber at 6:00pm on September 21, 2020, in order to receive citizen’s comments.

The Panhandle Area Development district uses two systems to manage projects with in grants that we manage we maintain a paper file on each applicant that is housed with the City of Scottsbluff records for the project as well as a copy that is kept by the project manager in our office during the program to allow for quick response by the project manager clients and contractor needs.

Reviews of the applications and referrals for all appropriate applicants will be made to USDA Rural Development, the area weatherization program, as well as the Assistive Technology Partnership, to encourage partnering of funds for a common goal of assisting homeowners with rehabilitation requirements. Administrator will document dates that required application information was submitted to USDA, Weatherization and Assistive Technology Partnership. Documentation of approval or denial by these entities will be included in the file. (If no determination has been received from these entities within 45 days, then it will be deemed a denial and the application will move forward without the partnership of these entities if feasible.)

Applicant Specific Uploads

- Attachment Name 1
UPLOAD: Attachment 1
- Attachment Name 2
UPLOAD: Attachment 2
- Attachment Name 3
UPLOAD: Attachment 3
- Attachment Name 4
UPLOAD: Attachment 4
- Attachment Name 5
UPLOAD: Attachment 5

Project Readiness

Up to 30 points possible. A minimum of 10 points must be earned in this section or the application will not meet threshold and will not be considered for funding. The level of Project Readiness by the community will be scored as compared to other applicants. The narrative shall not exceed 3 pages (9,900 characters).

- Describe any interest from potential beneficiaries, including any wait lists already started. Identify how many applications have been received in the last 12 months and how many are income qualified or could potentially be income qualified for this OOR program.
- Provide an anticipated timeline for the project outlining major milestones. These milestones must be entered into the Performance Plan.
- Provide a synopsis of the community’s program guidelines for the proposed project. Referencing Program Guidelines for this question is not sufficient.
 - Describe how the amount of assistance provided per unit is determined.
 - Provide an explanation of how a unit is determined to be infeasible.

Points in this section include:

- **0 - 9:** No clear description of the Project Readiness for the project.
- **10 - 19:** Reasonably defined Project Readiness that is average compared to other applicants.
- **20 - 30:** Above average description of Project Readiness.

Narrative: Project Readiness

The City of Scottsbluff, Nebraska will contact the 38 people who had completed pre-applications within the last year expressing interest in receiving Owner Occupied Rehab. The 38 applications have been checked against assessor information to predetermine home ownership, and have all indicated that their household income falls within the range to qualify for this program, at or below 80% of AMI. These pre-applicants will have the first opportunity to complete the full application, once the pre-applicants have been exhausted if there are still funds available the City of Scottsbluff will advertise the program using our Affirmative Marketing policy to receive additional applicants.

Applications will be available at the City of Scottsbluff office and for applicants that are unable to come to the office an application can be mailed to them or if they request the Rehab Specialist will bring an application kit to their home, explain the program and assist the individuals in filling out the application.

The City of Scottsbluff application for owner occupied rehab will be submitted to the Nebraska Department of economic development before September 30th. It is anticipated that contract negotiations and fulfillment of special conditions would be completed by April 1st 2021. Pre-applicants would receive the full application and application review and referral to partner organizations would begin in April, with work anticipated to begin in late May or June of 2021. It is anticipated that 12 homes would be completed during the 2021 calendar year with the remaining 13 rehabs being completed in 2022.

Applications will be verified to make sure they meet eligibility requirements which include:

- All conflicts of interest will be resolved using the Conflict of Interest Policy in this Policy document.
- A residence must be structurally sound prior to the rehabilitation (determined by the program's Housing Rehabilitation Committee)
- Housing units must be economically feasible to rehabilitate.
- Taxes must be current on the property.
- Applicant(s) must be U.S. citizens(s).
- The applicant(s) must reside within the City Limits of the City of Scottsbluff, Nebraska.
- The applicant(s) must have been an owner-occupant of the house for one hundred eighty (180) days prior to the date of the application. The applicant(s) must occupy the home as the principle residence.
- The persons being assisted must have household income at or below 80% AMI. Income will be determined using the guidelines established in 24 CFR 5.609.
- No property shall be eligible for rehab if it is determined by the Housing Rehabilitation Committee that the after rehabilitation value will exceed 95 percent of the median purchase price for the area. The value will be set using the HOME and Housing Trust Fund Homeownership Sales Price Limits that are available on the DED website.
- The property must be zoned for residential use to be eligible for rehabilitation.
- Elderly and non-elderly persons may apply.
- The applicant must agree to provide additional home insurance that may be necessary to cover the increased value of the home.
- Properties within federally determined flood plains are not eligible for rehabilitation under this program.
- Each property owner and property is eligible to receive rehabilitation assistance one time only.
- All homeowners will receive formal notification of selection and non-selection by letter.
- All homeowners selected for the Owner Occupied Rehab program will receive a copy of the Rehab guidelines and sign off that they have received and understand the guidelines before any work will begin on their residence.
- The applicant is aware that the City of Scottsbluff, Nebraska may obtain information about the applicant including the following:
 - Income verification for all household residents from all sources.
 - Mortgage verification
 - Employment verification (if applicable)

A preliminary inspection of the residence must be made to determine economic feasibility and the nature of the rehabilitation work required. Applications will be prioritized according to the severity of health and safety code violations and the income levels of the applicants. All information will be treated as confidential; however, the applicant must authorize the City of Scottsbluff or their contractor to verify the needed information and to conduct an inspection of the residence.

All applicants will be reviewed by the rehabilitation staff as to eligibility of the applicant and the feasibility of rehabilitation of the residence prior to the review by the Housing Rehabilitation Committee. The Housing Rehabilitation Committee will be made up of the member of Community Redevelopment Authority (CRA) for the City of Scottsbluff. The Housing Rehabilitation Committee will review the applicants and approve or disapprove them. Applicants may be ranked by the committee in order of severity of health and safety code violations and the income levels of the applicants. Homes with the most severe health and safety code violations and people with the lowest incomes will receive priority.

The cost of rehabilitation for an applicant's house will be determined by the Rehabilitation Priorities. Residences must be able to

The following items are in order of importance. All items which are included in the work write-up and fall within category a-c must be corrected prior to correcting any other items which fall into category a-c and so forth.

- a) Violations of any existing City Codes as cited in the work write-up.

established by the DED.

c) Energy Conservation-All items cited in the work write-up, which promote energy conservation in accordance with Nebraska Energy Office (NEO) guidelines.

d) Incipient Violations-Items which are cited in the work write-up which are not currently in violation but probably will become violations due to normal usage and deterioration.

Eligible rehabilitation activities may include such activities of replacing furnaces, windows, siding, new roofs, electrical upgrades, insulation, handicap accessibility and other renovations necessary to bring the house up to the Minimum Rehabilitation Standards established by the Nebraska Department of Economic Development. Rehabilitation of homes shall be carried out with consideration for the needs of the occupants and to the maximum practical extent in accordance with the principles of universal design.

Homes will be considered feasible for rehab if the prioritized items on the work write-up can be completed within the cost restrictions of the program not to exceed \$25,000 per residence. While at the same time bring the home into compliance with local building codes as well as bringing the home up to the Minimum Rehabilitation Standards established by the Nebraska Department of Economic Development. This cost will be estimated by the rehabilitation specialist as well as the Rehab review committee and be verified by contractor estimates to complete the described scope of work as outlined in the work write-up.

A house will be considered not feasible for rehab if it is unable to be brought up to minimum local code as well as the Minimum Property Standards as established by the DED with in the cost restrictions of the program, not to exceed \$25,000 per residence. Or if the post rehab would exceed 95% of median purchase price for the area.

Applicant Specific Uploads

Attachment Name 1

UPLOAD: Attachment 1

Attachment Name 2

UPLOAD: Attachment 2

Attachment Name 3

UPLOAD: Attachment 3

Attachment Name 4

UPLOAD: Attachment 4

Attachment Name 5

UPLOAD: Attachment 5

Matching Funds

Up to 5 points possible, no minimum points required to meet threshold. Match is not required. Points will be awarded to applicants based on the amount of cash match provided. Matching funds are defined as cash funds committed to the project activities. Matching funds may be considered only if they are spent during the project period (Date of Release of Funds through the project completion date). The amount of match must be given in dollars. The table below further describes this scoring criteria.

Match Points Available	
	Points Available
10% or greater of total CDBG project cost	5
5-9.99% of total CDBG project costs	4
3-4.99% of total CDBG project costs	3
Less than 3% of total CDBG project cost	2
No match	0

Match Amounts will be entered in the Budget section of the application.

Total amount of cash match. (This will be the total in the "Cash Match" column when you complete the Budget module.)

\$0.00

Character limit: 3,000 (about 1 page)

N

Municipal Equalization Fund (MEF) (score determined by State based on MEF data)

Up to 10 points possible. A Municipal Equalization Fund (MEF) score generated for each community that has applied for this program category. This aid formula provides a way of looking at needs and resources while at the same time ensuring that local governments provide a level of local resources. DED will incorporate the MEF calculation into the scoring criteria for this program category.

Narrative is not required under this section.

City the Project will be located | MEF score

Scottsbluff | 4

Achievement in EDCC or LCC

Up to 5 points possible. No minimum points in this section are required in order to meet threshold. Applicant must demonstrate any of the following items at the time of application submittal. These items include:

- Applicant is designated as an Economic Development Certified Community (EDCC). For a complete list of communities and additional information visit the DED website at: <https://opportunity.nebraska.gov/program/economic-development-certified-community-edcc/>.
 - 5 points
- Applicant is designated as a DED Leadership Community (LCC). For a complete list of communities and additional information visit the DED website at: <https://opportunity.nebraska.gov/program/leadership-certified-community/>.
 - 5 points

In addition, also note that the achievement section is optional; projects can be funded in communities not awarded points. These points may bolster an application's score as compared to other applicants, as requested funding amounts often exceed available resources.

Achievement

- Applicant is designated as an Economic Development Certified Community.
- Applicant is designated as a DED Leadership Community.
- Applicant is designated as neither.

Disaster 4420-DR

30 points for projects related to disaster recovery from March 2019 flooding. Points are only awarded for those projects addressing the unmet housing needs related to 4420-DR, in the individual assistance designated counties. Projects are not required to be tied to Disaster DR to receive funding. For a map of areas included within the declaration, see <https://www.fema.gov/disaster/4420>.

Is the need for the project directly or indirectly related to the March 2019 floods (federal disaster declaration 4420-DR)?

- Yes
- No

Part 05: Exhibits - A, B, C1, C2, D

Unit of Local Government

Select your community name (UGLG)

Scottsbluff city

Select the county in which your community is located.

157 | Scotts Bluff County

Exhibit A: Notice of Public Hearing

The required language for Notice of Public Hearing and a detailed list of the required documentation are included within the Application Guidelines.

UPLOAD: Notice of Public Hearing (i.e., Proof of Publication or Certificate of Posting).

NOTICE OF PUBLIC HEARING ON APPLICATION FOR

Were public comments received?

Yes

No

UPLOAD: Official Meeting Minutes (As recorded by the appropriate local official.)

Date of Notice of Public Hearing

Date When Public Hearing Occurred

9/21/2020

Exhibit B: Authorizing Resolution

UPLOAD: Signed CDBG Chief Elected Official Template

Date when Authorizing Resolution was Signed

Exhibit C1: Statement of Assurances and Certifications

Please download the attachment and copy the language to your letterhead, enter your unique information, and upload a signed copy.

ATTACHMENT: Exhibit C1_Statement of Assurances and Certifications

Exhibit C1_Statement of Assurances and Certifications.docx

UPLOAD: Signed Exhibit C1_Statement of Assurances and Certifications

Date when Statement of Assurances and Certifications was Signed

Exhibit C2: Citizen Participation Plan

Please download the attachment, enter your unique information, and upload a signed copy.

ATTACHMENT: Exhibit C2_Citizen Participation Plan

Exhibit C2_Citizen Participation Plan.docx

UPLOAD: Signed Exhibit C2_Citizen Participation Plan

Date when Citizen Participation Plan was Signed

Exhibit D: Residential Anti-Displacement & Relocation Assistance Plan

Please download the attachment and copy the language to your letterhead, enter your unique information, and upload a signed copy.

ATTACHMENT: Exhibit D_Residential Anti-Displacement and Relocation Assistance Plan
Exhibit D_Residential Anti-Displacement & Relocation Assistance Plan.docx
UPLOAD: Signed Exhibit D_Residential Anti-Displacement and Relocation Assistance Plan
Date when Residential Anti-displacement and Relocation Assistance Plan was Signed

Exhibit K1: Waiver of Procurement Process & Narrative

Exhibit K1: Waiver of Procurement Process & Narrative

ATTACHMENT: Competitive Proposals Procurement Process

Exhibit K_Compertitive Proposals Procurement Process.docx

Will the Competitive process be waived due to officials of the grantee acting in their official capacity?

- Yes
 No
-

Will the process be waived due to interlocal agreement in place with the development district?*

- Yes
 No

Exhibit K1b: Waiver of Procurement Process & Narrative (Development District)

WAIVER OF PROCUREMENT PROCESS DUE TO OFFICIALS OF THE GRANTEE ACTING IN THEIR OFFICIAL CAPACITY THROUGH INTERLOCAL AGREEMENT WITH THE DEVELOPMENT DISTRICT

Please download the attachment below, enter your unique information, and upload a signed version.

ATTACHMENT: Exhibit K1b_Waiver of Procurement Process

Exhibit K1b_Waiver of Procurement Process.docx

UPLOAD: Signed Exhibit K1b_Waiver of Procurement Process

Character limit: 1,100 (about 1/3 page)

Please describe the formal relationship between the local government and the development district and the capacity of the development district to deliver services.

The City of Scottsbluff has been a dues paying member of the Panhandle Area Development District for many years. Panhandle Area Development District has been responsible for administering several CDBG grants and keeps Certified administrator on staff. The Panhandle Area Development district encourages all staff to become certified administrators. Currently both Bryan Venable and Jeff Kelley are certified administrators.

Select One of the Following Items for Verification

- Letter from Development District
 Copy of Paid Membership Dues

UPLOAD: Letter from Development District

PADD membership letter

Are services beyond general administrative services?

- Yes
 No

Please indicate type of services procured and upload related supplementary documentation to capacity (e.g. statement of capacity to complete planning services, construction management, etc.).

Yes

No

Housing Administrative Management

Yes

No

Lead Based Paint

Yes

No



Panhandle Area Development District

9/01/2020

Nebraska Department of Economic Development
Community and Rural Development Division
P.O. Box 94666
Lincoln, NE 68509-4666

To Whom it May Concern:

The City of Scottsbluff has been a dues paying member in good standing with the Panhandle Area Development District for Many Years and are therefore eligible for PADD services.

Sincerely,

A handwritten signature in blue ink that reads "Bryan Venable". The signature is fluid and cursive.

Bryan Venable
Executive Director
Panhandle Area Development District
1620 Broadway Suite A-10
Scottsbluff, NE 69361

Exhibit K2: Procurement Process Completed Prior to Application

Exhibit K2: Procurement Process Completed Prior to Application

Exhibit K2 shall be completed if the procurement process is completed prior to submission of application.

ATTACHMENT: Competitive Proposals Procurement Process

Exhibit K_Compertitive Proposals Procurement Process.docx

Was the procurement process completed prior to submission of application?

Yes

No

Exhibit L: Federal Funding Accountability & Transparency Act

FFATA Reporting Form/Certification - CDBG

The Federal Funding Accountability and Transparency Act (FFATA) seeks to provide the public with greater access to Federal spending information. Due to FFATA requirements, units of general local government are required to provide the following information, which may be used by the Department of Economic Development (â€œDepartmentâ€) to comply with federal reporting requirements.

Applicant

Name of Applicant

City of Scottsbluff

Applicant Address Line 1

2525 Circle Drive

Applicant Address Line 2

City

Scottsbluff

State

NE

Postal Code

69361

Congressional District

Congressional District 3

Applicant DUNS # (00-000-0000)

040601601

Principal Place of Performance of Proposed Project

Name

Within the city limits of Scottsbluff

City

Scottsbluff

State

NE

Postal Code

69361

Congressional District

Congressional District 3

Character limit: 1,100 (about 1/3 page)

Brief Project Description

Owner Occupied Rehab to benefit low to moderate income households living within the city limits of Scottsbluff, NE.

compensation of Applicant's top five highly compensated Executives to the Department.

1. In Applicant's previous fiscal year, did Applicant receive (a) 80 percent or more of Applicant's annual gross revenues in U.S. federal contracts and subcontracts and other federal financial assistance subject to the Transparency Act, as defined in 2 C.F.R. 170.320; AND (b) \$25,000,000 or more in annual gross revenues from contracts and subcontracts and other federal financial assistance subject to the Transparency Act, as defined in 2 C.F.R. 170.320?

If no, you are not required to report names and compensation.

Did Applicant receive (a) and (b) in condition 1 in Applicant's previous fiscal year?

- Yes
- No

Applicant

Terms of Acceptance

To the best of my knowledge and belief, data and information in this application are true and correct, including any commitment of local or other resources. This application has been duly authorized by the governing body of the applicant. This applicant will comply with all requirements governing the use of funds.

The authorized official for the Applicant certifies that the information contained on this form is true and accurate.

- Yes

Please type First and Last Name of Authorized Official

Raymond Gonzales

Title

Mayor

Date Signed

09/21/2020

Exhibit N: System for Award Management Documentation

Exhibit N: System for Award Management Documentation

Each applicant must obtain a Duns and Bradstreet (DUNS) number and also register within the SAM system.

The Federal Funding Accountability and Transparency Act (FFATA) of 2006 mandated specific reporting requirements for recipients of federal funds. In order to report in this system, each State award recipient must have a DUNS and a CAGE code, assigned as a result of registration in the federal SAM.

For more information on obtaining a DUNS number and registering in the System for Award Management (SAM), please review the following information at: <https://www.sam.gov/SAM/>.

Once registered, each applicant must access SAM, determine that the applicant is eligible within SAM, and provide a print out of the information from SAM. Each applicant must also provide documentation that they are registered in the SAM using the DUNS number entry (refer to the check your registration status in SAM).

Applicant must run a query at the System for Award Management website (www.sam.gov) at the time of application and include a copy of the search record showing the DUNS Number and/or search terms and date.

For further instruction see the attachment below.

ATTACHMENT: Instructions for Exhibit N
Instructions for Exhibit N.docx

Please enter the date when the SAM registration was verified and uploads were retrieved and upload proof that the applicant is eligible in SAM and proof of SAM Registration

Retrieval Date

9/9/2020

UPLOAD: Proof that the applicant is eligible in SAM

SAM eligibility

UPLOAD: Proof of SAM Registration

Proof of SAM registration



A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov.

Log In

Login.gov FAQs

ALERT: SBA connectivity is experiencing an outage. For questions about small business size status, users should return later or contact SBA directly (www.sba.gov).

ALERT: SAM.gov will be down for scheduled maintenance Saturday, 09/12/2020 from 8:00 AM to 1:00 PM.

Entity Dashboard

- Entity Overview
- Entity Registration
 - Core Data
 - Assertions
 - Reps & Certs
 - POCs
- Exclusions
 - Active Exclusions
 - Inactive Exclusions
 - Excluded Family Members

RETURN TO SEARCH

Scottsbluff, City Of 2525 CIRCLE DR
DUNS: 040601601 CAGE Code: 5EQ01 SCOTTSBLUFF, NE, 69361-1779 ,
Status: Active UNITED STATES
Expiration Date: 06/23/2021
Purpose of Registration: Federal Assistance Awards Only

Entity Overview

Entity Registration Summary

Name: Scottsbluff, City Of
Business Type: US Local Government
Last Updated By: Elizabeth Hilyard
Registration Status: Active
Activation Date: 06/25/2020
Expiration Date: 06/23/2021

Exclusion Summary

Active Exclusion Records? No



IBM-P-20200814-1154
WWW7

- Search Records
- Disclaimers
- FAPIS.gov
- Data Access
- Accessibility
- GSA.gov/IAE
- Check Status
- Privacy Policy
- GSA.gov
- About
- USA.gov
- Help

This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

11/1
11/16/20



A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov.

Log In

Login.gov FAQs

ALERT: SBA connectivity is experiencing an outage. For questions about small business size status, users should return later or contact SBA directly (www.sba.gov).

ALERT: SAM.gov will be down for scheduled maintenance Saturday, 09/12/2020 from 8:00 AM to 1:00 PM.

Learn About Registration Status

- How do I start a new registration?
What is Draft status?
What is Work in Progress status?
What is Submitted status?
What is Active status?
What is Expired status?

What If?

- What if my entity fails TIN validation?
What if my entity fails CAGE Code validation?
What if I still need help?

What's Next?

Find Your Registration in SAM

SAM Status Tracker

Check Entity Registration Status

Page Description

You can quickly check an entity's registration status in SAM by entering a DUNS Number or CAGE Code. The SAM Status Tracker will show you the current status of that entity's most recent record, as well as tell you what steps are left to complete based on why they are registering.

The SAM Status Tracker only returns the registration status for publicly-searchable registration records. If you are a Federal government user, please log into SAM and use the Search Records link in the main navigation menu to view registrations or data that are not publicly available.

Use the SAM Status Tracker Now

Check registration status by typing in a DUNS Number.

DUNS Number 040601601 Plus 4 (Optional)

Or, check registration status by typing in a CAGE Code.

CAGE Code

Search

Clear

Scottsbluff, City Of

Status: Active

Your registration was activated on Jun 25, 2020. It expires on Jun 23, 2021 which is one year after you submitted it for processing.



Core Data

Completed



Assertions

Not Required



Reps & Certs

Not Required



POCs

Completed



Submit

Completed



Processing

Completed



Active

Completed



IBM-P-20200814-1154
WWW?

- Search Records
Data Access
Check Status
About
Help
Disclaimers
Accessibility
Privacy Policy
FAPHS.gov
GSA.gov/IAE
GSA.gov
USA.gov

Exhibit O1: Four Factor Analysis Assessing Limited English Proficiency

Exhibit O1: Four Factor Analysis Assessing Limited English Proficiency (LEP)

Applicant completes a Four Factor Analysis based on project activities proposed and detailed throughout the Application. Using the template that follows, ensure the recommendations listed below are included within the completed Exhibit O1.

Four Factor Analysis Assessment Guidance supplies recommendations to increase the likelihood that a recipient of Federal funding will be considered in compliance with taking reasonable steps to provide LEP individuals meaningful access to their programs, activities, information and/or services. Recommendations/suggestions under each Factor are taken from federal guidance.

ATTACHMENT: Four Factor Analysis Assessment Guidance
Four Factor Analysis Assessment Guidance.docx

Part I

Please download the attachment below, and upload a completed version with your unique information.

ATTACHMENT: Exhibit O1_Introduction Statement
Exhibit O1_Introduction Statement.docx
UPLOAD: Completed Exhibit O1_Introduction Statement
FOUR FACTOR ANALYSIS

Part II

Please visit data.census.gov and click on Advanced Search. In the Table ID field type S1601 and click Search in the lower right corner of the Advanced Search page. Near the top of the screen click TABLES. Verify the table displayed is TableID: S1601 "LANGUAGE SPOKEN AT HOME". Click on the CUSTOMIZE TABLE button and using the dropdown, select the Product: 2018: ACS 5-Year Estimates Detailed Tables. To filter the data for your area click on the Geographies button and select County, Tract, or Block Group, etc., and when an area checkbox is selected it will appear below in Selected Geographies. Click CLOSE to view the data. To save a copy of the table, click on the Download button to set desired settings and click DOWNLOAD.

Character limit: 300

What does the program or activity covered within the above analysis generally involve?
The activity being analyzed is owner occupied housing rehabilitation on 25 homes within the incorporated limits of the City of Scottsbluff, NE.

FOUR FACTOR ANALYSIS for the described program or activity:

Character limit: 1,100 (about 1/3 page)

Factor 1: The number or proportion of LEP individuals served or encountered in the eligible service population

Scottsbluff Regular Meeting 9/21/2020
Describe prior experiences with LEP encounters and Regular Meeting 9/21/2020 of language services that were needed.
• Upload a screenshot of data. Cited data should be up-to-date and from the most recent source of data. The source of data should

Describe prior experiences with LEP encounters and determine the breadth and scope of language services that were needed. When a LEP person comes into city offices or calls on the phone, the city does have a full-time employee who is proficient in speaking Spanish. She is able to offer assistance with the language barrier sometimes present on a day to day basis. The city also has a good relationship with a representative from the Rural Enterprise Assistance Project who is also proficient in Spanish who is usually readily available for assistance over the phone or in person.

UPLOAD: Data Screenshot

ACS data

Number of LEP Individuals in the Eligible Service Population

640

Total Population

13693

Percentage of LEP Individuals in the Eligible Service Population

4.67 %

Factor 2: The frequency with which LEP persons using a particular language come in contact.

- Describe the frequency with which LEP individuals come in contact with your program, activity, or service as related to this specific CDBG-funded project.
- Include that the city will track inquiries for future documentation.
- Please enter the top three languages, other than English, spoken in the eligible service population.

Factor 2

Through the pre-application process we have not had any LEP individuals make contact, however based on the percentage of LEP speaking citizens we would anticipate some interaction as the project moves forward. The City of Scottsbluff will track these interactions moving forward to better determine the frequency of these interactions.

Top Three Non-English Languages: 1st

Spanish

Top Three Non-English Languages: 2nd

Other Indo-European languages

Top Three Non-English Languages: 3rd

Asian and Pacific Island languages

Factor 3: The nature and importance of the above described program or activity provided to the individual's life.

- Provides the name of activity/project and describe the specific activity, information, service, or program (HO, DTR, CD, etc.).
- State the importance of the project to an LEP person's life.
- Determine and describe whether denial or delay of access to services or information could have serious or even life-threatening implications for the LEP individual.

Factor 3

LEP individuals in Scottsbluff are connected to this project as their homes may be eligible to receive OOR assistance. While no LEP individuals have come into the City office with concerns about their homes, it is important to understand that homeowners in Scottsbluff may come into the office seeking assistance or have questions concerning the application process.

Factor 4. Describe the resources available and costs associated providing LEP services.

- Describe current resources that your agency can provide to assist an LEP individual if there is a communication need and discuss cost of resources.
- If there is a lack of resources and/or cost burden then provide explanation, possible solutions, such as collaborating with local school, hospital, LEP grassroots organization, using telephone voicemail menu, hotline translation service, providing notice on non-English radio and TV stations, utilizing Google Translate, and/or "I Speak" cards.

Factor 4

When a LEP person comes into city offices or calls on the phone, the city does have a full-time employee who is proficient in speaking Spanish. She is able to offer assistance with the language barrier sometimes present on a day to day basis. The city also has a good relationship with a representative from the Rural Enterprise Assistance Project who is also proficient in Spanish who is usually readily available for assistance over the phone or in person. The City has the option to use Google Translate if no other option is available. There are not currently any additional cost to the City of Scottsbluff since they already have a staff person that speaks Spanish.

FOUR FACTOR ANALYSIS
ASSESSING
LIMITED ENGLISH PROFICIENCY
AND
LANGUAGE ASSISTANCE PLAN

PREPARED BY
City of Scottsbluff

FOR
THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
Project Name: Owner Occupied Rehab Scottsbluff, NE

A. POLICY STATEMENT

It is the policy of the City of Scottsbluff to take reasonable steps to provide meaningful access to its programs and activities for persons with Limited English Proficiency (LEP). The City of Scottsbluff policy is to ensure that staff will communicate effectively with LEP individuals, and LEP individuals will have access to important programs and information. City of Scottsbluff is committed to complying with federal requirements in providing free meaningful access to its programs and activities for LEP persons.

B. HISTORY

Title VI of the Civil Rights Act of 1964 is the federal law which protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failure to ensure that persons who have Limited English Proficiency can effectively participate in, or benefit from, federally assisted programs may violate Title VI's prohibition against national origin discrimination.

Persons who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, write, or understand English may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter.

On August 11, 2000, Executive Order 13166, titled, "Improving Access to Services by Persons with Limited English Proficiency," was issued. Executive Order 13166 requires federal agencies to assess and address the needs of otherwise eligible persons seeking access to federally conducted programs and activities who, due to LEP cannot fully and equally participate in or benefit from those programs and activities. Section 2 of the Executive Order 13166 directs each federal department or agency "to prepare a plan to improve access to...federally conducted programs and activities by eligible LEP persons...."

C. DEFINITIONS

Beneficiary: The ultimate consumer of HUD programs and receives benefits from a HUD Recipient or Sub-recipient.

Limited English Proficient Person (LEP): Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English because of national origin.

Language Assistance Plan (LAP): A written implementation plan that addresses identified needs of the LEP persons served.

Recipient: Any political subdivision of the State of Nebraska, or an eligible nonprofit organization, to whom Federal financial assistance is extended for any program or activity, or who otherwise participates in carrying out such program or activity, including any successor, assign or transferee thereof, but such term does not include any Beneficiary under any such program.

Sub-recipient: Any public or private agency, institution, organization, or other entity to whom Federal financial assistance is extended, through another Recipient, for any program or activity, or who otherwise participates in carrying out such program or activity but such term does not include any Beneficiary under any such program.

Vital Document: Any document that is critical for ensuring meaningful access to the Recipient's major activities and programs by Beneficiaries generally and LEP persons specifically.

D. FRAMEWORK & METHODOLOGY

This Four Factor Analysis is the first step in providing meaningful access to federally funded programs for LEP persons. The Four Factor Analysis completed by City of Scottsbluff addresses the following:

1. The number or proportion of LEP persons eligible to be serviced or likely to be encountered by City of Scottsbluff;

2. The frequency with which LEP persons using a particular language come in contact with City of Scottsbluff;
3. The nature and importance of the City of Scottsbluff program or activity provided to the individual's life; and
4. The resources available to City of Scottsbluff and costs associated with providing LEP services.

The program or activity covered within this analysis generally involves storm sewer replacement and an expansion of the storm water drainage capacity in the Village.

E. FOUR FACTOR ANALYSIS BY City of Scottsbluff for the described program or activity:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered.

The City of Scottsbluff, according to the 2017 American Community Survey of the people surveyed, 1962 out of 13,714 people spoke another language other than English and of those 555 people, 28.3% speak English "less than very well". So the city does have instances where it comes into contact with non-English speaking citizens.

2. The frequency with which LEP persons using a particular language come in contact.

The City of Scottsbluff does not currently track the frequency with which LEP persons using a particular language come in contact.

3. The nature and importance of the above described program or activity provided to the individual's life.

LEP individuals in City of Scottsbluff are connected to this project because many live in neighborhoods that have a higher percentage older homes that are in greater need of repair.

4. The resources available to City of Scottsbluff, and costs associated providing LEP services.

When a LEP person comes into city offices or calls on the phone, the city does have a full-time employee who is proficient in speaking Spanish. She is able to offer assistance with the language barrier sometimes present on a day to day basis. The city also has a good relationship with a representative from the Rural Enterprise Assistance Project who is also proficient in Spanish who is usually readily available for assistance over the phone or in person. The City has the option to use Google Translate if no other option is available. There are not currently any additional cost to the City of Scottsbluff since they already have a staff person that speaks Spanish.

As a result of the Four Factor Analysis, City of Scottsbluff has determined a Language Assistance Plan is needed:

YES NO

Exhibit O2: Language Assistance Plan

Exhibit O2: Language Assistance Plan

As a result of the preceding Four Factor Analysis, has a Language Assistance Plan (LAP) been developed?

Yes

No

Exhibit P: Owner Occupied Rehabilitation Program Guidelines and Reuse Plan

Exhibit P: Owner Occupied Rehabilitation Program Guidelines and Reuse Plan

Instructions: Please upload a copy of the completed Exhibit P_ OOR Checklist and upload an Owner Occupied Rehabilitation Program Guidelines and Reuse Plan .

The Program Guidelines and Reuse Plan should include all items in the Exhibit P_ OOR Checklist. Please indicate on the checklist where in the program guidelines by section and page number.

ATTACHMENT: Exhibit P_ OOR Checklist

Exhibit P_ OOR Checklist.docx

UPLOAD: Completed Exhibit P_ OOR Checklist

Scottsbluff Exhibit P_ OOR Checklist (1)

UPLOAD: Owner Occupied Rehabilitation Program Guidelines and Reuse Plan

City of Scottsbluff OOR program guidelines

City of Scottsbluff CDBG Owner Occupied Rehabilitation (OOR)
Program Guidelines

It is the intention of the City of Scottsbluff's Housing Rehabilitation Program to increase the supply of decent, safe and sanitary housing for low to very low-income homeowners residing within the incorporated limits of Morrill. Also to promote housing programs that prevent the spread of blight and its influence by providing assistance to those persons of the greatest need.

1. Purpose

- To increase the number of good, habitable dwelling units by improving existing housing.
- Improve the health and safety of living conditions in the City of Scottsbluff.
- To promote continued homeownership.
- To discourage the abandonment or neglect of residential dwelling units.
- To increase local employment.
- Improve the desirability of housing.
- To preserve and enhance the housing stock for future generations.

2. Equal Opportunity and Fair Housing

No person shall on the grounds of race, color, national origin, religion, sex, age, disability, familial status or sexual orientation be excluded from participation in, denied the benefits of, or be subjected to discrimination under any program or activity administered by the City of Scottsbluff and funded in whole or in part with community Development Block Grant Funds. The City of Scottsbluff acknowledges it may not discriminate in its operation or in Project activities on the basis of age, religion, sex, race, color, national origin, disability, or familial status.

The City of Scottsbluff will comply with all provisions of the American with Disabilities Act (ADA) with respect to hiring, training, and employment practices, including reasonable accommodation of persons with disabilities in hiring, training, and employment practices; and in assuring access by persons with disabilities to facilities and services provided by the Recipient to the general public.

The City of Scottsbluff will comply will all federal and local laws applicable to the Project and applicable to the use of CDBG Funds, including, but not limited to, the following:

- Civil Rights Act of 1964.
- Age Discrimination Act of 1975
- Section 504 of the Rehabilitation Act of 1973
- Architectural Barriers Act of 1968
- The equal Employment Opportunity Act
- Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988
- The Vietnam Era Veterans' Readjustment Act of 1974 (revised Jobs for Veterans Act of 2002)
- The Immigration Reform and Control Act of 1986
- The Nebraska Fair Employment Practices Act.

- The Housing for Older Persons Act of 1995.
- Flood Disaster Protection Act of 1973.
- National Environmental Policy Act of 1969
- National Historic Preservation Act of 1966
- Lead-Based Paint Poisoning Prevention Act of 1971, the Residential Lead-Based Paint Hazard Reduction Act, and regulations of 24 C.F.R. Part 35
- Clean Air and Federal Water Pollution Control Act, as amended
- Fair Labor Standards Act of 1938, as amended.
- Contract Work Hours and Safety Standards Act.
- Section 3 of the Housing and Urban Development Act of 1968; and 24 C.F.R. Part 135

3. The Program

The City of Scottsbluff, Nebraska will contact the people who had completed pre-applications within the last year expressing interest in receiving Owner Occupied Rehab have them complete the full application once the pre-applicants have been exhausted if there are still funds available the City of Scottsbluff will advertise the program using our Affirmative Marketing policy to receive additional applicants. Applications will be available at the City of Scottsbluff office and for applicants that are unable to come the office an application can be mailed to them or if they request the Rehab Specialist will bring an application kit to their home, explain the program and assist the individuals in filling out the application.

Applications will be verified to make sure they meet eligibility requirements which include:

- All conflicts of interest will be resolved using the Conflict of Interest Policy in this Policy document.
- A residence must be structurally sound prior to the rehabilitation (determined by the program's Housing Rehabilitation Committee)
- Housing units must be economically feasible to rehabilitate.
- Taxes must be current on the property.
- Applicant(s) must be U.S. citizens(s).
- The applicant(s) must reside within the City Limits of the City of Scottsbluff, Nebraska.
- The applicant(s) must have been an owner-occupant of the house for one hundred eighty (180) days prior to the date of the application. The applicant(s) must occupy the home as the principle residence.
- The persons being assisted must have household income at or below 80% AMI. Income will be determined using the guidelines established in 24 CFR 5.609.
- No property shall be eligible for rehab if it is determined by the Housing Rehabilitation Committee that the after rehabilitation value will exceed 95 percent of the median purchase price for the area. The value will be set using the HOME and Housing Trust Fund Homeownership Sales Price Limits that are available on the DED website.
- The property must be zoned for residential use to be eligible for rehabilitation.
- Elderly and non-elderly persons may apply.

- The applicant must agree to provide additional home insurance that may be necessary to cover the increased value of the home.
- Properties within federally determined flood plains are not eligible for rehabilitation under this program.
- Each property owner and property is eligible to receive rehabilitation assistance one time only.
- All homeowners will receive formal notification of selection and non-selection by letter.
- All homeowners selected for the Owner Occupied Rehab program will receive a copy of the Rehab guidelines and sign off that they have received and understand the guidelines before any work will begin on their residence.
- The applicant is aware that the City of Scottsbluff, Nebraska may obtain information about the applicant including the following:
 - Income verification for all household residents from all sources.
 - Mortgage verification
 - Employment verification (if applicable)

A preliminary inspection of the residence must be made to determine economic feasibility and the nature of the rehabilitation work required. Applications will be prioritized according to the severity of health and safety code violations and the income levels of the applicants. All information will be treated as confidential; however, the applicant must authorize the City of Scottsbluff or their contractor to verify the needed information and to conduct an inspection of the residence.

All applicants will be reviewed by the rehabilitation staff as to eligibility of the applicant and the feasibility of rehabilitation of the residence prior to the review by the Housing Rehabilitation Committee. The Housing Rehabilitation Committee will be made up of the member of Community Redevelopment Authority (CRA) for the City of Scottsbluff. The Housing Rehabilitation Committee will review the applicants and approve or disapprove them. Applicants may be ranked by the committee in order of severity of health and safety code violations and the income levels of the applicants. Homes with the most severe health and safety code violations and people with the lowest incomes will receive priority.

4. Rehabilitation Priorities

The cost of rehabilitation for an applicant's house will be determined by the Rehabilitation Priorities. Residences must be able to comply with Nebraska Department of Economic Development Rehabilitation Minimum Standards at the completion of the rehabilitation. The following items are in order of importance. All items which are included in the work write-up and fall within category "1" must be corrected prior to correcting any other items which fall into category "2" and so forth.

- a) Violations of any existing City Codes as cited in the work write-up.
- b) Deficiencies cited in the work write-up, which must be corrected in order for the property to meet Minimum Property Standards as established by the DED.
- c) Energy Conservation-All items cited in the work write-up, which promote energy conservation in accordance with Nebraska Energy Office (NEO) guidelines.

- d) Incipient Violations-Items which are cited in the work write-up which are not currently in violation but probably will become violations due to normal usage and deterioration.

Eligible rehabilitation activities may include such activities of replacing furnaces, windows, siding, new roofs, electrical upgrades, insulation, handicap accessibility and other renovations necessary to bring the house up to the Minimum Rehabilitation Standards established by the Nebraska Department of Economic Development. Rehabilitation of homes shall be carried out with consideration for the needs of the occupants and to the maximum practical extent in accordance with the principles of universal design.

Before any final decision on eligibility is made, the homeowner must receive bids from qualified contractors who are on the list of prequalified contractors maintained by the Panhandle Area Development District, can prove adequate insurance coverage, and verify that they have completed Lead Renovator, Repair, and Paint training and have a current SAM registration. After review by the housing specialist the homeowner will decide which qualifying bid to go with as long as the scope of work that has been established by the city can be completed within the limitations of the funds available and within the cost estimated by the rehab staff, eligibility will be approved. The homeowner will receive written notice from the City of Scottsbluff verifying their eligibility at which time the contract between the homeowner and the contractor with the City of Scottsbluff, and the Panhandle Area Development District serving as the cities Rehab Specialist being and interested third party in the contract. Once contracts are signed a letter will be sent to the contractor to let them know that work can begin. A pre-construction conference will be held before work begins including the contractor, the home owner and the housing rehabilitation specialist.

A housing rehab specialist will verify the Contractor's work to determine its acceptability and both the rehab specialist and the homeowner will have to sign off before final payment is made to the Contractor. The Contractor will be required to warrant his work for a period of one year following completion. All work must be done according to Technical Specifications developed for the OOR Rehabilitation Program, and must conform to applicable City and County codes where applicable. Progress payments and final payments will be made only to the General Contractor. Progress payments will not be made more frequently than every 30 days. Contractor will be responsible for obtaining all necessary permits and submitting final Affidavit for payment.

No loan funds will be paid to the applicant. The funds will be paid directly to the contractor when the work is satisfactorily complete.

5. Types of Financial Assistance Available

The City of Scottsbluff, Nebraska offers a forgivable loan from \$500 up to \$25,000 as determined by the rehab committee. The total amount of the loan will depend upon the cost of rehabilitating the home. In most cases, loans will be less than the maximum.

Eligible homeowners who are chosen by the rehab committee will be awarded a 5 year forgivable loan not to exceed the program limit of \$25,000. The terms of the forgivable loan will be five (5) years in length from the date a contract agreement is signed with the City of Scottsbluff, Nebraska. An equal portion of the loan will be forgiven for each year the home is lived in. If the homeowner retains ownership of the home and resides in the home for the entire five year period following the date of the

contract agreement, the loan will be forgiven. If the homeowner sell the home or changes their primary residence to another location before the term expires, the homeowner will be required to repay the appropriate sum to the City of Scottsbluff, Nebraska. The City of Scottsbluff will place a lien on the home to cover the amount of the loan. In the case that the homeowner sells the home prior to the end of the 5 year period repayment of the loan will never exceed the Net Proceeds of the sale. Net proceeds are the sales price minus superior loan repayment (other than CDBG funds) and any closing costs. All such payments will be allocated to additional to the reuse plan approved for this project of returned to the DED.

To avoid speculative use of public funds, a lien will be recorded upon all properties rehabilitated with CDBG funds. The lien shall be for five (5) years.

6. Disabled Housing

If a person with a disability applies and is approved for funds, they will be referred to the Assistive Technology Partnership (402-471-0734) and other organizations for consulting and possible grants in building or rehabilitating an accessible home for a disabled person.

7. Referrals / Leverage

In order to assist home owner's, referrals are made to various partners who can leverage funds;

- USDA Rural Development: Direct or Guaranteed Loans, as a source of below market rate loans;
- Assistive Technology Partnership and the Nebraska Housing Developer Association: Home Ownership Program and Making Homes Accessible Program, as sources of rehabilitation for households with a disability.
- Local Weatherization programs when they are funded and available

8. Conflict of Interest

- a) No official, employee or agent of the City of Scottsbluff who exercises policy and / or performs decision-making functions or responsibilities in connection with the planning and / or implementation of the program shall directly or indirectly benefit from this program. This prohibition shall continue for one year after an individual's relationship with the program ends. Any other employee, officer, or board member may be eligible, but will be treated without preference in the determination of the application accepted for funding. Enclosed with such an application shall be a statement of disclosure, which outlines and interest the applicant may have in the operation of the program.
- b) Employees, officers and agents cannot accept gratuities, favors or anything of monetary value from contractors, potential contractors or parties to sub agreements.
- c) A waiver process shall be available to allow for the previously identified ineligible persons to be eligible for participation in the program. The waiver process will consist of request for approval by the City of Scottsbluff City Council. Each person requesting a waiver must describe their need for participation in the program and, if approved, agree to disassociate themselves from any decision-making that directly affects them.

- d) Upon written request, the Department on a case-by-case basis may grant exceptions to the Conflict of Interest provisions only after the following have been completed: 1) Disclosed the full nature of the conflict and submitted proof that the disclosure has been made public. 2) Provided a legal opinion stating that there would be no violation of state or local law if the exception was granted.

9. Grievance Procedures

Persons and/or families who believe that their application was not given fair consideration or that they have been discriminated against should give the reasons, in writing, to the City of Scottsbluff City Council within ten days of the decision. The City Council shall take the letter under consideration at the next regularly scheduled meeting and reply, in writing, to the complaint no later than five days following the meeting. If the homeowner is not satisfied with the response, a third party will be used to assess the situation and settle the dispute. Following review by the third party if the homeowner is still not satisfied they can contact the NDED office.

10. Application Selection

Applications will be ranked according to the severity of health and safety code violations and the income levels of the applicants. With most severe health and safety code violations and lowest income applicants receiving highest priority.

11. Application Process

- Prospective applicants that have completed a pre application will receive an application and program guidelines from the Grant Administrator/Housing specialist.
- Reviews of the applications and referrals for all appropriate applicants will be made to USDA Rural Development, the area weatherization program, as well as the Assistive Technology Partnership, to encourage partnering of funds for a common goal of assisting homeowners with rehabilitation requirements. Administrator will document dates that required application information was submitted to USDA, Weatherization and Assistive Technology Partnership. Documentation of approval or denial by these entities will be included in the file. (If no determination has been received from these entities within 45 days, then it will be deemed a denial and the application will move forward without the partnership of these entities if feasible.)
- Verification of income through bank statements, income tax returns, asset verification, employment pay stubs, and employer verification, and any other steps deemed necessary to qualify the applicant will occur and be documented in the homeowner file.
- Other eligibility requirements will be confirmed through review of the property deed and title verification which determines ownership; dwelling insurance coverage and paid property tax receipts. Administrator will also verify through the County Clerk's office any outstanding liens of the property.
- Conduct a thorough health and safety inspection of the home, as well as a rehab needs assessment. This will give a good indication of whether the house will be economically feasible for rehabilitation.
- Have a contractor provide a LBP inspections/assessments on homes built prior to 1978.

- Written notification indicating next steps for applicants selected for the program and/or a denial letter containing the reason for the denial will be sent to the applicants. Ineligible applicants will be automatically be reconsidered during the next review period, if appropriate.

12. Waiting List

A waiting list will be continually maintained for those requesting owner occupied rehabilitation assistance when no funds are available in the event funds become available in the future.

13. Rehabilitation Standards

All homes selected for this program must be able to be brought up to meet minimum local code requirements as well as meet or exceed the NDED rehabilitation standards, within the financial limitation of the program not to exceed \$25,000.

14. Contractor Selection and Construction Management

- a) During the rehabilitation period, the grant administrator/housing specialist is responsible and accountable for the rehabilitation process and management, including
 - Cross checking with SAM debarred list
 - Registered with the Nebraska department of labor
 - Reasonableness, quality and cost of the rehabilitation work
 - Assuring timely contractor payments
 - Project inspections
 - Contractors must be appropriately trained and provide documentation of training
- b) Contractor selection is done by the grant administrator and/or the owner(s). Selection is based on availability, capacity, reputation, price, timeliness, willingness, and reasonableness. All contractors and their employees must complete a Lead Repair, Replace, Paint (RRP) training course and provide a notice of completion to the grant administrator office prior to being awarded any job. The only exception to this requirement is if the employer is a Lead Abatement Supervisor, or the home to be renovated was built after 1978 and lead is not a factor. Contractor payments will be made in a timely manner following approval of work, receipt of invoice for payment signed off by homeowner and required federal ID number, certificate of insurance and license number (if required).
- c) The City will keep \$500 back from the contractor's final payment until the project achieves lead-based paint (LBP) clearance.
- d) The City will pay for the first LBP Clearance with CDBG funds, if the home does not pass clearance it will be the contractor's responsibility to pay for the subsequent clearance test(s) until the home reaches clearance.

15. Rehabilitation Process

- a) The grant administrator's Housing Rehabilitation Specialist will conduct a thorough safety inspection of the home, as well as a rehab needs assessment. The Housing Rehabilitation Specialist will complete a work write-up, incorporating rehab issues.

- b) During the initial inspection of a house, a list of rehab requirements is used to assure compliance with NDED Rehabilitation Standards and HUD lead paint hazard control requirements.
- c) The applicant will attempt to solicit more than one bid from contractors. The Housing Specialist will document the number of bids received in the file. For work involving LBP, the contractors must be appropriately trained, and provide documentation demonstrating such training. The applicant will forward all bids to the project administrator for review prior to selection of the contractor. The project administrator will alert the applicant to any red flags or concerns regarding the bids, and then the applicant will make his/her final selection.
- d) Contractors and Homeowners will be required to attend a Pre-Construction Conference conducted by the project administrator.
- e) Contractors and Homeowners, will sign a Rehab Plan and a Contractor agreement.
- f) The project administrator will send a Notice to Proceed letter to the contractor(s).
- g) The project administrator's staff and the homeowner(s) work closely during the actual rehabilitation to ensure quality of work and reasonable cost.
- h) Contractors will submit invoices to the City of Scottsbluff. The Housing Specialist will conduct progress inspections as needed and final inspections to insure all repairs have been completed according to project specifications before final payment is made. All invoices will be signed off on by the homeowner to ensure their satisfaction of the work completed before payment is made to the contractor.
- i) Any concerns about the performance of the contractor should be presented to the project administrator as soon as they arise so they may assist in the mediating and resolving the issue.
- j) The project administrator should be notified of any changes in the work so that the Housing Specialist can determine the eligibility of the new plans, as well as funds availability, and issue a change order if needed.
- k) A final sign off will be signed by the homeowner and contractor once the work and the Clearance have been completed and final payment will be made to the contractor.
- l) For those homes that require Clearance Testing due to lead paint, this testing will be performed in compliance with HUD's regulations.
- m) The cashed checks will be considered the waiver of lien from each contractor.

16. Lead Based Paint Procedures

All units assisted with CDBG funds must meet NDED Rehabilitation Standards upon completion of the project. **Lead-Based Paint** – As required under 24 CFR part 35, the Final HUD Regulation on Lead-Based Paint Hazards in Federally Owned Housing and Housing Receiving Federal Assistance, all assisted dwellings units constructed before January 1, 1978, will be evaluated for lead-based paint hazards or presumed to have lead-based paint present throughout the unit when paint is disturbed.

- Evaluation will be done by a qualified, certified or licensed person as required under the regulation.
- All lead-based paint hazards will be identified and reduced or eliminated through paint stabilization, interim controls or abatement with work being done by supervised, trained, qualified, certified or licensed persons as required under the regulation.
- Safe work practices will be followed at all times.

- Occupants shall be protected or temporarily relocated as required by the regulation. With some exceptions, as listed at 24 CFR 35.1345, occupants shall be temporarily relocated before and during hazard reduction activities to a suitable, decent, safe and similarly accessible dwelling unit that does not have head hazards.
- The dwelling unit and worksite shall be secured. The worksite shall be prepared and warning signs shall be posted as required by the regulation.
- Clearance examinations will be performed by qualified personnel and final clearance shall be achieved as required by the regulations.

All renovation completed through the Owner Occupied Rehab program when complete will meet the Minimum Rehabilitation Standards as established by the Nebraska Department of Economic Development. A copy of the standards can be obtained at:

<https://opportunity.nebraska.gov/program/community-development-block-grant/#forms>

A housing rehab specialist with the Panhandle Area Development District will verify the Contractor's work to determine its acceptability and will be signed off by both the rehab specialist and the homeowner before final payment is made to the Contractor. The Contractor will be required to warrant his work for a period of one year following completion. All work must be done according to Technical Specifications developed for the DED Rehabilitation Program, and must conform to applicable City or County codes where applicable.

All contractors performing work for Owner Occupied Rehab recipients will be verified that they have a current SAM registration. All Owner Occupied Rehab recipients in the City of Scottsbluff will receive a letter laying out the conditions of the program and copy of the rehab guidelines that must be signed off on prior to the Notice to proceed before any contracts can be signed or work can begin. All Davis Bacon procedures will be followed where required.

Once the contracts are signed any changes that are requested by either the homeowner or contractor will require a written change order that is approved by both the homeowner and the rehabilitation specialist. Any changes of less than a \$1,000 where the funds are available can be approved by the homeowner and the housing specialist, any changes greater than a \$1000 will also require approval by the City of Scottsbluff Housing Rehab Committee.

17. Relocation

- a) The OOR program is a volunteer program; therefore the City of Scottsbluff will not be responsible for any relocation costs during the rehabilitation process. Any temporary relocation of owner-occupants required as a result of the rehab work funded through the OOR program will be the responsibility of the homeowner.
- b) In cases where either voluntary or involuntary acquisition is anticipated DED will be contacted prior to any action.

18. Property

- a) All properties being rehabilitated with CDBG funding shall be maintained in compliance with local ordinances.
- b) All properties must be in prime inspecting condition in order to conduct adequate inspections.

- c) The City will use a permission statement signed by the homeowner as a voluntary release and authorization for collecting photographs of the project, including before, after, indoor, outdoor and grounds photos for publication.

19. Reporting Procedures, Record Keeping and Follow-up

- a) Files and records will be kept on all applicants and clients. These records will be under the control of the City of Scottsbluff. Since these files contain confidential information which is not public information, public access to these files is prohibited. The privacy of the applicants will be protected by restricting access to these files only to persons acting pursuant to the program and this administrative plan under the auspices of the City of Scottsbluff.
- b) These files will be available for review and audit by NDED and will be made available to parties responsible for compliance to the extent necessary to verify activities and performance.

20. Marketing Strategy

Affirmative marketing procedures including but not limited to, marketing to local or regional residents, and households identified to be potentially eligible by least likely to apply. Information marketing the program will be posted in various locations throughout the community, including City Hall, the post office, grocery stores, convenience stores and local community gathering places that benefit low to moderate income households. Area media will be contacted and solicited for support via news stories, feature articles, community service announcements, etc.

21. Program Income Reuse Plan

- a) The City of Scottsbluff will use program income directly generated from the use of CDBG to further affordable housing programs eligible under CDBG. Program Income funds are those funds returned to the City of Scottsbluff when the property is sold or is no longer the initial homeowner's principle residence. Program Income funds will be utilized for the current project if the current project has not been completed. Program Income received will be applied to the current project prior to requesting additional CDBG funds.
- b) The City of Scottsbluff understands if program income is utilized for another housing related activity, other than for the same activity from the project which generated the program income, the City of Scottsbluff will be responsible for utilizing the appropriate Program Guidelines for the new eligible activity.
- c) Up to 8% of Program Income may be utilized for General Administration and up to 12% may be used for housing management expenses in relation to hard cost (SF Housing Rehabilitation).
- d) The City of Scottsbluff will use recapture provisions and will not recapture more than the amount available from net proceeds. Net proceeds are the sale price minus superior loan repayment (other than CDBG funds) and any closing cost.
- e) If resale provisions are utilized for the project, and program income is received, then the subsequent purchaser of each unit will be eligible homebuyers and the original homebuyer will receive a fair return of investment.

- f) All program income will be returned to the DED for reuse unless DED offers the option to the City of Scottsbluff to retain the program income or DED approves the City of Scottsbluff Program Income Reuse Plan prior to receiving Release of Funds.

22. Program Guideline Amendments

These Program Guidelines may be amended as appropriate by a majority vote of the City of Scottsbluff Council with notice to and approval from the appropriate Nebraska Department of Economic Development Program Representative.

23. Radon Policy

The City of Scottsbluff or their contracted housing rehab specialist will provide all homeowners selected for owner occupied rehab a Radon Test Kit to test the Radon level in their home, as well as provide a pamphlet to educate the homeowner of the dangers of Radon.

Exhibit Q: Local Cost-Share Documentation

Exhibit Q: Local Cost-Share Documentation

Provide written documentation of commitment of source matching funds as identified in the application. The documentation must include a specific amount and identify the use of the funds.

Please identify the type of written documentation before uploading.

Letter from the local unit of government committing a specific amount from the fiscal year budget.

Yes

No

Letter from organization awarding a grant for the specific project.

Yes

No

Commitment from financial institution.

Yes

No

Letter from the organization committing in-kind materials/labor to the project.

Yes

No

Letter from the local unit of government committing in-kind materials/labor to the project.

Yes

No

Letter from the foundation committing cash donations to the project.

Yes

No

Does the applicant have local CDBG program income?

Yes

No

2020 CDBG Owner Occupied Rehabilitation



Budget ✓

[Help](#) [Download](#) [Save & Continue](#)









Budget View Settings

Options

Line Items Non-Grant Funded

Proposed Budget

Expense Budget

Category	Grant Funded	Non-Grant Funded	Total Budgeted
+ General Program Administration (21A)	\$20,000.00	\$0.00	\$20,000.00
General Administration  	\$20,000.00	\$0.00	\$20,000.00
+ Housing Management (14H)	\$50,000.00	\$0.00	\$50,000.00
Housing Management cost  	\$50,000.00	\$0.00	\$50,000.00
+ Lead-Based Paint/Lead Hazards Testing (14I)	\$37,500.00	\$0.00	\$37,500.00
Lead-Based Paint/Lead Hazards Testing  	\$37,500.00	\$0.00	\$37,500.00
+ Owner Occupied Rehabilitation (14A)	\$625,000.00	\$0.00	\$625,000.00
OOR hard cost  	\$625,000.00	\$0.00	\$625,000.00
Total Expense Budget Cost	\$732,500.00	\$0.00	\$732,500.00

Revenue Budget

Grant Funding		
Award Requested	\$732,500.00	\$732,500.00
Subtotal	\$732,500.00	\$732,500.00
Non-Grant Funding		
Cash Match	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00
Total Revenue Budget Cost		(\$732,500.00)
Total Overall Budget Cost		\$0.00

[Mark as Not Complete](#) [Save & Continue](#)

2020 CDBG Owner Occupied Rehabilitation



Performance Plan

[Help](#)
[Download](#)
[Save & Continue](#)

Proposed Performance Plan

Optional Applicant Goals [Add Goal](#)

Applicant additional goals

No items for strategy

Project Description: Scope* [Add Goal](#)

Describe the project's scope, including:

- Delineation of all activities included in the overall scope of the project.
- Match activities that supplement the project.

Housing outcome

Narrative

The City of Scottsbluff wants to promote a housing program that prevent the spread of blight and its influence by providing assistance to this persons with the greatest need. In doing this it will increase the number of good, habitable dwelling units by improving existing housing. It will also promote continues home ownership and discourage the abandonment or neglect of homes.

Project Description: Location* [Add Goal](#)

Identify the service area, including:

- Provide location specific information (e.g., boundaries of the scope of the project)
- Geographic boundaries (e.g., physical boundaries)

Location

Narrative

All owner occupied housing rehab projects benefiting Low to Moderate income citizens living with in the city limits of Scottsbluff, NE.

Program Schedule* [Add Goal](#)

Provide a preliminary work-plan and narrative that lists and describes the activities and tasks, time frames, products, or outcomes, and key parties responsible for completing each activity. The work-plan should cover the entire grant period from approximate time of grant award to closeout.

Project Time Frame

Milestone

The City of Scottsbluff application for owner occupied rehab will be submitted to the Nebraska Department of economic development before September 30th. It is anticipated that contract negotiations and fulfillment of special conditions would be completed by April 1st 2021. Pre-applicants would receive the full application and application review and referral to partner organizations would begin in April, with work anticipated to begin in late May or June of 2021. It is anticipated that 12 homes would be completed during the 2021 calendar year with the remaining 13 rehabs being completed in 2022.

Proposed Units of Accomplishments: Housing Units (e.g., LMH)* [Add Goal](#)

Proposed Number of Beneficiaries

Number of homes to be rehabbed

Numeric

This project proposes to perform owner occupied housing rehabilitation on 25 homes in the City of Scottsbluff, Nebraska. All of these units will be occupied by residents that meet income requirements. All of the units will be brought up to the minimum rehabilitation standards as established by the Nebraska Department of Economic Development.

Overall accomplishment

Numeric

The proposed number of housing units to be served by this project will be set at 25. This number is based upon the amount of funding be asked for and a maximum amount of assistance of \$25,000 per home. This assistance will be made available to low to very low income homeowners who meet the household income eligibility requirements of the program. Should the number of housing units be reached and there is still assistance available, all efforts will be made to provide additional housing rehabilitation to qualified applicants.

Mark as Not Complete

Save & Continue

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Bids1

Council to discuss and consider action on awarding the bid for the repair of hail damage at the Sanitation & Compost Facilities to Twin City Roofing for the amount of \$145,728.00 contingent upon approval of Change Order #1 including the Old Office and Bay and removing the Storage & Garage building.

Staff Contact: Rick Kuckkahn, Interim City Manager

September 16, 2020

Honorable Mayor and City Council
City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69361

RE: Sanitation and Compost Facilities Hail Damage Repair

Dear Mayor and City Council:

Bids were received and opened at 2:00 p.m. on September 9, 2020 at City Hall, Scottsbluff, Nebraska for the above referenced project. One (1) bids was received. We feel this was primarily due to work load of most roofing contractors in the area and the bonding requirements set forth for municipalities. The bid received was as follows:

	<u>Total Bid</u>
Twin City Roofing & Sheet Metal, Inc.	\$145,728.00
Engineer's Estimate	\$152,391.09

There were no discrepancies in the original bid.

Following the bid, it was brought to our attention that the Compost Facility Storage & Garage building was completed due to an excessive roof leak. However, the Old Office and Bay was still in need of repair. Bid quantities were obtained from the apparent low bidder for this building and included in the attached bid tab. The bid numbers provided for this building totaled \$11,132.75. The Engineers Estimate for this facility was \$11,740.15.

A Change Order has been prepared to replace the Storage & Garage building with the Old office and Bay.

The Engineer's Estimate was based upon the insurance adjuster's estimate. We have reviewed the contractor's bid documents and would recommend award of the project to Twin City Roofing & Sheet Metal in the amount of \$145,728.00. This recommendation is contingent upon approval of Change Order #1 to include the Old Office and Bay and remove the Storage and Garage building.

Sincerely,

FOR THE FIRM OF
M.C. SCHAFF & ASSOCIATES, INC.



David Schaff, P.E.

G:\Jobs\RM200034-00 2019 City of Scottsbluff Hail Damage Repair\004 Sanitation\RecommendofAward.doc



M.C. Schaff & Associates, Inc.
 818 S Beltline Highway East
 Scottsbluff, Nebraska 69361
 308-635-1926 Phone 308-635-7807 Fax
 www.mcschaff.com

Sanitation and Compost Facilities Hail Damage Repair
 Bid Date: September 9, 2020 @ 2:00 pm Mountain Time

				Twin City Roofing			Engineers Estimate		
				PO Box 812					
				Scottsbluff, NE 69361					
Schedule A - SB19-0255-24-1 (609 East 2nd) Recycling & Sanitation Bldg									
No.	Description	Unit	Quantity	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
A1	Remove and Replace Corrugated Steel Roofing, 26 Gauge	SF	19,082.0	\$ 4.50	\$ 85,869.00	\$ 4.70	\$ 89,685.40		
A2	Remove and Replace Ridge Cap - Metal	LF	262	\$ 6.00	\$ 1,572.00	\$ 6.78	\$ 1,776.36		
A3	Remove and Replace Gable Trim	LF	146	\$ 5.25	\$ 766.50	\$ 5.49	\$ 801.54		
A4	Remove and Replace Closure Strips	LF	1048	\$ 2.00	\$ 2,096.00	\$ 2.08	\$ 2,179.84		
A5	Remove and Replace Galvanized Gutter/ Downspout	LF	524	\$ 13.00	\$ 6,812.00	\$ 14.46	\$ 7,577.04		
A6	Remove and Replace Aluminum Gutter/ Downspout	LF	200	\$ 8.75	\$ 1,750.00	\$ 8.99	\$ 1,798.00		
A7	Remove and Replace Metal Siding - Ribbed 26 Gauge	SF	6466	\$ 4.50	\$ 29,097.00	\$ 4.70	\$ 30,390.20		
A8	Remove and Replace Outside Corner Post	LF	60	\$ 6.00	\$ 360.00	\$ 6.61	\$ 396.60		
A9	Remove and Replace Sectioned Overhead Door & Hardware - 16x16 Insulated	EA	1	\$ 3,230.00	\$ 3,230.00	\$ 3,370.58	\$ 3,370.58		
			Total		\$ 131,552.50		\$ 137,975.56		

Schedule B - SB19-0255-24-2 (609 East 2nd) Recycling Drop Off									
No.	Description	Unit	Quantity	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
B1	Remove and Replace Corrugated Steel Roofing, 26 Gauge	SF	508	\$ 4.50	\$ 2,286.00	\$ 4.63	\$ 2,352.04		
B2	Remove and Replace Gable Trim	LF	64	\$ 5.25	\$ 336.00	\$ 5.49	\$ 351.36		
B3	Remove and Replace Closure Strips	SF	70	\$ 2.00	\$ 140.00	\$ 2.08	\$ 145.60		
B4	Remove and Replace Metal Siding - Ribbed 26 Gauge	SF	495	\$ 4.50	\$ 2,227.50	\$ 4.63	\$ 2,291.85		
B5	Remove and Replace Outside Corner Post	LF	32	\$ 6.00	\$ 192.00	\$ 6.61	\$ 211.52		
			Total		\$ 5,181.50		\$ 5,352.37		

Schedule C - SB19-0255-54-1 (Old Landfill) Compost Facility Office									
No.	Description	Unit	Quantity	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
C1	Remove and Replace Corrugated Steel Roofing, 26 Gauge	SF	803	\$ 4.50	\$ 3,613.50	\$ 4.70	\$ 3,774.10		
C2	Remove and Replace Ridge Cap - Metal	LF	28	\$ 6.00	\$ 168.00	\$ 6.78	\$ 189.84		
C3	Remove and Replace Gable Trim	SF	58	\$ 5.25	\$ 304.50	\$ 5.49	\$ 318.42		
C4	Remove and Replace Closure Strips	LF	112	\$ 2.00	\$ 224.00	\$ 2.08	\$ 232.96		
C5	Remove and Replace Galvanized Gutter/ Downspout	LF	56	\$ 14.00	\$ 784.00	\$ 9.82	\$ 549.92		
			Total		\$ 5,094.00		\$ 5,065.24		

Schedule D - SB19-0255-23-3 (Old Landfill) Compost Facility Storage & Garage									
No.	Description	Unit	Quantity	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
D1	Remove and Replace Corrugated Steel Roofing, 26 Gauge	SF	768	\$ 4.50	\$ 3,456.00	\$ 4.58	\$ 3,517.44		
D2	Remove and Replace Ridge Cap - Metal	LF	32	\$ 6.00	\$ 192.00	\$ 6.78	\$ 216.96		
D3	Remove and Replace Gable Trim	LF	48	\$ 5.25	\$ 252.00	\$ 5.49	\$ 263.52		
			Total		\$ 3,900.00		\$ 3,997.92		

Total - Schedules A - D \$ 145,728.00 \$ 152,391.09

Change Order #1

Schedule D - SB19-0255-23-1 (Old Landfill) Compost Facility Old Office and Bay									
No.	Description	Unit	Quantity	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
C01	Remove and Replace Corrugated Steel Roofing, 26 Gauge	SF	1,910	\$ 4.50	\$ 8,595.00	\$ 4.70	\$ 8,977.00		
C02	Remove and Replace Ridge Cap - Metal	LF	50	\$ 6.00	\$ 300.00	\$ 6.78	\$ 339.00		
C03	Remove and Replace Gable Trim	LF	99	\$ 5.25	\$ 519.75	\$ 5.49	\$ 543.51		
C04	Remove and Replace Closure Strips	LF	216	\$ 2.00	\$ 432.00	\$ 2.08	\$ 449.28		
C05	Remove and Replace Endwall Flashing	LF	16	\$ 6.00	\$ 96.00	\$ 5.99	\$ 95.84		
C06	Remove and Replace Galvanized Gutter/ Downspout	LF	136	\$ 8.75	\$ 1,190.00	\$ 9.82	\$ 1,335.52		
			Total		\$ 11,132.75		\$ 11,740.15		

Total - Base Bid Plus Change Order \$ 152,960.75

September 9, 2020

Twin City Roofing & Sheetmetal
Attn: Mr. Terry Schank
P.O. Box 812
Scottsbluff, NE 69361

RE: Sanitation & Compost Facility
Hail Damage Repair
Change Order #1

Mr. Schank:

There was an inadvertent mistake on the above referenced bid package referenced above. The City of Scottsbluff had to have an emergency roof repair on one of the buildings at the compost facility directly after the hail storm in 2019. During the preparation of the bid package, there was a mix up on which building was repaired. Schedule D of the original bid (Old Landfill Compost Facility Storage & Garage) was the building that repairs have been completed. We are proposing to remove schedule D and replace it with the attached facility which is also located at the Compost Facility.

In order for this to be accomplished, we are proposing that you complete the attached bid form for our review. If the prices are acceptable, we will recommend approval of the original bid contingent on signing a change order that will deduct the amount of Schedule D and replace it with the Change Order amount.

We apologize for the confusion and look forward to completing this project.

Sincerely,
FOR THE FIRM OF
M.C. SCHAFF & ASSOCIATES



David Schaff, P.E.

BASIS OF BID

Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

SB19-0255-23-1 Compost Facility Old Office & Bay

<u>Item</u>	<u>Description</u>	<u>Estimated</u>			<u>Total</u>
		<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Estimated Price</u>
1	Remove and Replace Metal Roofing Ribbed - 26 Guage	1,910	SF	\$ <u>4.50</u>	\$ <u>8,595.00</u>
2	Remove and Replace Ridge Cap	50	LF	\$ <u>6.00</u>	\$ <u>300.00</u>
3	Remove and Replace Gable Trim	99	LF	\$ <u>5.25</u>	\$ <u>519.75</u>
4	Remove and Replace Closure Strip	216	LF	\$ <u>2.00</u>	\$ <u>432.00</u>
5	Remove and Replace Endwall Flashing	16	LF	\$ <u>6.00</u>	\$ <u>96.00</u>
6	Remove and Replace Gutter/Downspouts	136	LF	\$ <u>8.75</u>	\$ <u>1,190.00</u>
Total - Items 1 -6					\$ <u>11,132.75</u>

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 1 – BID SUBMITTAL

9.01 This Bid is submitted by:

A Corporation

Corporation Name: Twin City Roofing
(SEAL)

State of Incorporation: Nebraska
Type (General Business, Professional, Service, Limited Liability): _____

By: Terry Schank
(Signature -- attach evidence of authority to sign)

Name (typed or printed): Terry Schank

Title: President
(CORPORATE SEAL)

Change Order

No. 1

Date of Issuance: 9/16/20 Effective Date: _____

Project: Sanitation & Compost	Owner:	Owner's Contract No.:
Contract: Hail Damage Repair		Date of Contract: 9/21/20
Contractor: Twin City Roofing		Engineer's Project No.: RM20034-04

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

The scale house at the Compost Facility was included on the original bid. The repairs to this facility have been Completed. This schedule was replaced with the Old Office and Bay facility at the Compost Facility

Attachments (list documents supporting change):

List of repairs and costs from Twin City.

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$147,728.00

[Increase] [~~Decrease~~] from previously approved Change Orders No. _____ to No. _____

\$ _____

Contract Price prior to this Change Order:

\$147,728.00

[Increase] [~~Decrease~~] of this Change Order:

\$7,232.75

Contract Price incorporating this Change

\$152,960.75

Original Contract Times: Working Calendar

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

[Increase] [~~Decrease~~] from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days): NA _____

Ready for final payment (days): NA _____

Contract Times prior to this Change Order:

Substantial completion (days or date): NA _____

Ready for final payment (days or date): NA _____

[Increase] [~~Decrease~~] of this Change Order:

Substantial completion (days or date): NA _____

Ready for final payment (days or date): NA _____

Contract Times with all approved Change Orders:

Substantial completion (days or date): NA _____

Ready for final payment (days or date): NA _____

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: _____

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

EJCDC C-941 Change Order

Prepared by the Engineers Joint Contract Documents Committee and endorsed by the Construction Specifications Institute.

Page 1 of 2

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Resolut.1

Council to consider and take action on the Resolution to approve the Redevelopment Plan submitted by MTL Commodity Corporation for the MTL Commodity Laundromat Project and authorize the Mayor to sign the Resolution.

Staff Contact: City Council

RESOLUTION NO. _____

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

Recitals:

a. Pursuant to the Community Development Law, NEB. REV. STAT. § 18-2101 *et seq.* (the “Act”), a redevelopment plan for the *MTL Commodity Laundromat* project submitted by MTL Commodity Corporation (the “Redevelopment Plan”) has been submitted to the Scottsbluff Community Redevelopment Authority (“CRA”). The Redevelopment Plan proposes to redevelop an area of the City which the City Council has declared to be blighted and substandard and in need of redevelopment. The Redevelopment Plan includes the use of tax increment financing.

b. The Redevelopment Plan has been reviewed by the Planning Commission, which found that the Redevelopment Plan conforms to the 2016 Scottsbluff Comprehensive Plan (the “Comprehensive Plan”). The Planning Commission recommended approval of the Redevelopment Plan to the CRA and City Council.

c. The Redevelopment Plan has been reviewed by the CRA, which found that the Redevelopment Plan conforms to the Comprehensive Plan, that the project as proposed in the Redevelopment Plan would not be economically feasible or occur in the project area without tax increment financing, and that the costs and benefits of the project, including costs and benefits to other affected political subdivisions, the economy of the community, and the demand for public and private services, having been analyzed by the CRA, are in the long term best interests of the community.

d. The CRA recommended approval of the Redevelopment Plan to the City Council.

e. On September 21, 2020, the City Council held a public hearing on the proposal to approve the Redevelopment Plan.

f. The City Council has reviewed and conducted a cost-benefit analysis of the Redevelopment Plan and makes the findings and recommendations as documented in writing in this Resolution.

Resolved:

1. The Redevelopment Plan is determined to be feasible and in conformity with the Comprehensive Plan and with the legislative declarations and determinations set forth in the Act.

2. The project as proposed in the Redevelopment Plan would not be economically feasible or occur in the project area without tax increment financing and the costs and benefits of the project, including costs and benefits to other affected political subdivisions, the economy of the community, and the demand for public and private services, having been analyzed by the City Council, are in the long-term best interests of the community impacted by the project.

3. The City Council approves the Redevelopment Plan.

4. In accordance with NEB. REV. STAT. § 18-2147, and as proposed in the Redevelopment Plan, the City Council provides that any ad valorem tax on the Project Site as set forth in the Redevelopment Plan, for the benefit of any public body be divided for a period of 15 years after the effective date as provided in § 18-2147, which effective date shall be determined in a Redevelopment Contract entered into between the Redeveloper and the CRA. Said tax shall be divided as follows:

(a) That proportion of the ad valorem tax which is produced by levy at the rate fixed each year by or for each public body upon the redevelopment project valuation (as defined in the Act) shall be paid into the funds of each such public body in the same proportion as all other taxes collected by or for the bodies;

(b) That proportion of the ad valorem tax on real property in the redevelopment project in excess of such amount, if any, shall be allocated to and, when collected, paid into a special fund of the CRA to be used solely to pay the principal of, the interest on, and any premiums due in connection with the bonds of, loans, notes or advances of money to, or indebtedness incurred by, whether funded, refunded, assumed, or otherwise, the CRA for financing or refinancing, in whole or in part, the project set forth in the Redevelopment Plan. When such bonds, loans, notes, advances of money, or indebtedness, including interest and premiums due have been paid, the CRA shall so notify the County Assessor and County Treasurer and all ad valorem taxes upon taxable real property in the redevelopment project shall be paid into the funds of the respective public bodies; and

(c) Any interest and penalties due for delinquent taxes shall be paid in the funds of each public body in the same proportion as are all other taxes collected by or for the public body.

5. The Mayor and Clerk are authorized and directed to execute such documents and take such further actions as are necessary to carry out the purposes and intent of this Resolution and the Redevelopment Plan.

6. This Resolution shall become effective immediately upon its adoption.

PASSED and APPROVED on September 21, 2020

Mayor

ATTEST:

City Clerk (Seal)

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Resolut.2

Council to consider and take action on the Resolution authorizing the Mayor to sign the application along with the Citizen Participation Plan for a Community Development Block Grant in the amount of \$732,500 for Owner Occupied Housing Rehabilitation.

Staff Contact: City Council

RESOLUTION AUTHORIZING CHIEF ELECTED OFFICIAL TO SIGN AN APPLICATION FOR CDBG FUNDS

Whereas, the City of Scottsbluff, Nebraska, is an eligible unit of a general local government authorized to file an application under the Housing and Community Development Act of 1974 as amended for Small Cities Community Development Block Grant Program, and,

Whereas, the City Of Scottsbluff, Nebraska, has obtained its citizens' comments on community development and housing needs; and has conducted public hearing(s) upon the proposed application and received favorable public comment respecting the application which for an amount of \$732,500.00 for Owner Occupied housing rehab within the city limits of Scottsbluff, NE to benefit LMI households; and,

NOW, THEREFORE, BE IT RESOLVED BY

City Council of City of Scottsbluff, that the Mayor be authorized and directed to proceed with the formulation of any and all contracts, documents or other memoranda between City of Scottsbluff and the Nebraska Department of Economic Development so as to effect acceptance of the grant application.

Signed Raymond Gonzales

Title Mayor

Date 09/21/2020

Exhibit C2: Citizen Participation Plan

EXHIBIT C-2

Citizen Participation Plan City of Scottsbluff, Nebraska

A. Participation by Citizens

All citizens, including low- and moderate-income citizens, shall be requested and encouraged to participate in the assessment of community issues, problems and needs; the identification of potential solutions; and priority to such issues, problems and needs, as follows:

1. All citizens shall be periodically requested to complete a community needs survey to identify community and neighborhood issues, problems and needs.
2. All citizens shall be notified by publication and posting of all meetings to discuss the identified needs, potential solutions and solution priorities.
3. All citizens, particularly low and moderate-income citizens, shall be afforded the opportunity to serve on various community improvement task forces established by the City of Scottsbluff.

B. Access to Meetings, Information and Records

Notice of public meetings conducted by the City of Scottsbluff shall be published or posted within a reasonable number of days prior to such meetings.

Agendas of all such meetings shall be available at the at the City of Scottsbluff Offices 2525 Circle Drive Scottsbluff, NE 69361 for public inspection.

All meetings where CDBG projects or applications are to be discussed shall be published or posted for 10 days prior to such meetings and all information and records concerning such CDBG projects or applications shall be available for public inspection at the City of Scottsbluff Offices at 2525 Circle Drive Scottsbluff, NE 69361.

All meetings will be held at a time and City of Scottsbluff Offices at 2525 Circle Drive Scottsbluff, NE 69361 convenient to potential or actual beneficiaries which will be accessible to all citizens. The building and site will also be accessible to persons with disabilities.

C. Specific CDBG Project Information

All citizens shall be provided with information regarding specific CDBG projects through public meetings and publication of notices which provide all pertinent information regarding any CDBG project including, but not limited to:

1. The amount of CDBG funds expected to be made available to the City of Scottsbluff for the current fiscal year, including CDBG funds and anticipated program income;
2. The specific range of activities that may be undertaken with CDBG funds;
3. The estimated amount of CDBG funds to be used for activities that will meet the national objective of benefit to low-and moderate-income persons, and;
4. A description of any proposed CDBG funded activities that are likely to result in displacement of persons along with the City of Scottsbluff anti-displacement and relocation plans.

D. Provisions for Technical Assistance to Citizens

The City Manager shall maintain current information of available resources for community improvement efforts and CDBG programs available and provide such information upon request by any citizen or group representing any citizen or group of citizens and the City Manager shall provide assistance in developing proposals to address issues, problems and needs identified by such citizen or citizens.

E. Public Hearing on CDBG Activities

The City of Scottsbluff enact a minimum of two (2) public meetings or hearings to be conducted with regard to any CDBG application. At least one meeting or hearing shall be conducted prior to the submission of any such application and a second public hearing shall be held near the completion of any CDBG funded activity to obtain citizen input, comments or opinions with regard to such application(s) and to program or project performance.

The City Manager shall act as the contact person for all questions, comments or concerns expressed by any citizen with regard to any CDBG program or project and shall forward any such questions, comments or concerns to the City of Scottsbluff at the next regular meeting of the Scottsbluff City Council immediately following expression of such questions, comments or concerns. The City Manager shall also be responsible for transmitting the Scottsbluff City Council response to any such question, comment or concerns to the citizen or citizens expressing the same.

F. Needs of Non-English Speaking Citizens

The City of Scottsbluff shall conduct the public hearings in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate, the City Clerk shall arrange for oral or written translation of information regarding any CDBG program, application or project upon request by such non-English speaking persons or representatives of such persons.

G. Compliance/Grievance Procedures

The City Clerk shall post a notice at the 2525 Circle Drive Scottsbluff, NE 69361 that provides name, telephone number, address, and office hours of the City of Scottsbluff for citizens who wish to file a complaint or grievance regarding any CDBG program, project or application.

Individuals wishing to submit a complaint or file a grievance concerning activities, of or application for, CDBG funds may submit a written complaint or grievance to the City Manager.

The City Manager shall present such complaint or grievance to the City Council at the next regular meeting of the City of Scottsbluff, where it be reviewed by the Board members. The individual submitting such complaint or grievance shall be notified of such meeting and shall be given the opportunity to make further comments at such meeting. The City of Scottsbluff shall issue a written response to any complaint or grievance within fifteen (15) days following the meeting at which a response is formulated. Such response shall be mailed to the individual citizen(s) submitting the complaint or grievance by the City Manager to the last known address of said citizen(s).

In the event that the nature of the complaint or grievance is determined to be a matter requiring immediate action, a special meeting of the City of Scottsbluff shall be called to review the matter within ten (10) days of receipt of such complaint or grievance.

H. Adoption

This Citizen Participation Plan is hereby adopted by action of the Scottsbluff City Council of City of Scottsbluff, Nebraska.

Signed:

Chief Elected Official: Raymond Gonzales, Mayor

Attest: Kimberley Wright, City Clerk

Date

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Resolut.3

Council to discuss and consider action to approve a Resolution updating the bank signature authorization and authorize the Mayor to sign the Resolution.

Staff Contact: Liz Loutzenhiser, Finance Director

RESOLUTION NO. 20-___ - ___

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

1. US Bank NA, First National Bank, First State Bank, Platte Valley Bank, Western States Bank and Pinnacle Bank, all with local branches in Scotts Bluff County, Nebraska and the Nebraska Public Agency Investment Trust (NPAIT) as well as Moreton Capital Markets, LLC are designated as depositories and/or financial investment institutions for funds of the City of Scottsbluff, Nebraska (“City”).
 - a. Depository funds of the City deposited in each bank shall be subject to withdrawal upon checks, notes, drafts, or other orders for the payment of money when signed on the City’s behalf by any two of the following City officials:

Raymond Gonzales OR
Jeanne McKerrigan AND

Kimberley Wright OR Christine Burbach
 - b. All investment funds of the City held as Government Money Market Funds, Certificates of Deposit, Treasury Notes, and other authorized securities purchased by the City shall be signed by the Finance Director for the City, Elizabeth Loutzenhiser and one of the following City officials per the City’s Investment Policy:

Rick Kuckkhan OR Kimberley Wright
2. Provided, the Finance Director for the City, Elizabeth Loutzenhiser, is authorized to make ACH drafts and withdrawals for payroll, electronic claims, utility payment drafts and debt payments on behalf of the City from any of the financial institutions named in paragraph 1. of this Resolution.
3. The banks are authorized to pay all orders and receive them for the credit of or in payment from the payee or any other holder without inquiring into the circumstances of the issue or the disposition of the proceeds.
4. US Bank is authorized to issue Visa credit cards to City personnel. The personnel to receive the cards and the credit limit on said cards shall be as approved by the City Manager or his/her designee.

5. This Resolution will revoke Resolution 18-12-04 and all prior banking resolutions and shall be delivered to all banks named in this Resolution. This Resolution will remain in effect until notice of revocation is delivered to any of these banks.

Passed, approved and effective this 2^{1st} day of September, 2020.

Mayor

ATTEST:

City Clerk

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Resolut.4

Council to consider and take action on the amended 2020-2021 Pay Resolution and authorize the Mayor to sign the Resolution.

Staff Contact: Rick Kuckkahn, Interim City Manager

RESOLUTION NO. 20-09-05

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

1. That the following Pay Plan for officers and employees of the City of Scottsbluff, Nebraska employed in Classified Positions be approved September 21, 2020 and effective September 28, 2020.

**PAY SCHEDULE - GENERAL EMPLOYEES ONLY
HOURLY RATES (Based on 40 hour work week)**

Grade	A	B	C	D	E	L1	L2
2	\$9.26	\$9.73	\$10.22	\$10.73	\$11.27	\$11.83	\$12.42
3	\$9.73	\$10.22	\$10.73	\$11.27	\$11.83	\$12.42	\$13.05
4	\$10.22	\$10.73	\$11.27	\$11.83	\$12.42	\$13.05	\$13.70
5	\$10.73	\$11.27	\$11.83	\$12.42	\$13.05	\$13.70	\$14.39
6	\$11.27	\$11.83	\$12.42	\$13.05	\$13.70	\$14.39	\$15.11
7	\$11.83	\$12.42	\$13.05	\$13.70	\$14.39	\$15.11	\$15.87
8	\$12.42	\$13.05	\$13.70	\$14.39	\$15.11	\$15.87	\$16.66
9	\$13.05	\$13.70	\$14.39	\$15.11	\$15.87	\$16.66	\$17.49
10	\$13.70	\$14.39	\$15.11	\$15.87	\$16.66	\$17.49	\$18.36
11	\$14.39	\$15.11	\$15.87	\$16.66	\$17.49	\$18.36	\$19.28
12	\$15.11	\$15.87	\$16.66	\$17.49	\$18.36	\$19.28	\$20.25
13	\$15.87	\$16.66	\$17.49	\$18.36	\$19.28	\$20.25	\$21.26
14	\$16.66	\$17.49	\$18.36	\$19.28	\$20.25	\$21.26	\$22.32
15	\$17.49	\$18.36	\$19.28	\$20.25	\$21.26	\$22.32	\$23.43
16	\$18.36	\$19.28	\$20.25	\$21.26	\$22.32	\$23.43	\$24.60
17	\$19.28	\$20.25	\$21.26	\$22.32	\$23.43	\$24.60	\$25.84
18	\$20.25	\$21.26	\$22.32	\$23.43	\$24.60	\$25.84	\$27.12
19	\$21.26	\$22.32	\$23.43	\$24.60	\$25.84	\$27.12	\$28.48
20	\$22.32	\$23.43	\$24.60	\$25.84	\$27.12	\$28.48	\$29.90

BI-WEEKLY RATES - EXEMPT EMPLOYEES

Grade	A	B	C	D	E	L1	L2
18	\$1,616.50	\$1,697.33	\$1,782.20	\$1,871.30	\$1,964.87	\$2,063.11	\$2,166.27
19	\$1,697.33	\$1,782.20	\$1,871.30	\$1,964.70	\$2,063.11	\$2,166.27	\$2,274.59
20	\$1,782.20	\$1,871.30	\$1,964.87	\$2,063.11	\$2,166.27	\$2,274.59	\$2,388.31
21	\$1,871.30	\$1,964.87	\$2,063.11	\$2,166.27	\$2,274.59	\$2,388.31	\$2,507.73
22	\$1,964.87	\$2,063.11	\$2,166.27	\$2,274.59	\$2,388.31	\$2,507.73	\$2,633.12
23	\$2,063.11	\$2,166.27	\$2,274.59	\$2,388.31	\$2,507.73	\$2,633.12	\$2,764.77
24	\$2,166.27	\$2,274.59	\$2,388.31	\$2,507.73	\$2,633.12	\$2,764.77	\$2,903.01
25	\$2,274.59	\$2,388.31	\$2,507.73	\$2,633.12	\$2,764.77	\$2,903.01	\$3,048.16
26	\$2,388.31	\$2,507.73	\$2,633.12	\$2,764.77	\$2,903.01	\$3,048.16	\$3,200.57
27	\$2,507.73	\$2,633.12	\$2,764.77	\$2,903.01	\$3,048.16	\$3,200.57	\$3,360.58
28	\$2,633.12	\$2,764.77	\$2,903.01	\$3,048.16	\$3,200.57	\$3,360.58	\$3,528.62
29	\$2,764.77	\$2,903.01	\$3,048.16	\$3,200.57	\$3,360.58	\$3,528.62	\$3,705.05
30	\$2,903.01	\$3,048.16	\$3,200.57	\$3,360.58	\$3,528.62	\$3,705.05	\$3,890.30
31	\$3,048.16	\$3,200.57	\$3,360.58	\$3,528.62	\$3,705.05	\$3,890.30	\$4,084.81

2. That the following positions in the Classification Plan are assigned to the following Class Grades:

HOURLY POSITIONS - GENERAL EMPLOYEES ONLY

<u>Grade</u>	<u>Class Titles</u>	<u>Grade</u>	<u>Class Titles</u>
7	Library Technician	13	Maintenance Worker – Parks, Cemetery
7	Waterpark Manager	14	Compliance Officer
9	Building & Grounds Custodian	15	Crew Leader
10	Library Assistant	18	Utilities Administrative Coordinator
11	Record Technician	18	Account Clerk - Finance
11	Humane Officer	18	Admin. Assist. - Police Department
11	Assistant Compliance Officer	18	Cemetery Supervisor
12	Administrative Services Assistant	20	Fire Prevention Officer
12	Administrative Records Technician	20	Code Administrator I
13	Account Clerk	20	Payroll Clerk/Benefit Administrator
13	Administrative Assistant		

EXEMPT POSITIONS

Professional, Administrative and Executive

<u>Grade</u>	<u>Class Titles</u>	<u>Grade</u>	<u>Class Titles</u>
18	Librarian	24	Park Supervisor
19	Recreation Supervisor	26	Deputy Director of Finance
20	GIS Analyst	26	Deputy Director of Public Works
22	Transportation Supervisor	27	Director of Economic Development
22	Water System Supervisor	27	Police Captain
22	Wastewater Plant Supervisor	27	Director of Human Resources
22	Environmental Services Supervisor	29	Director of Public Works
22	Code Administrator II	29	Fire Chief
22	Project & Planning Coordinator	30	Police Chief
24	City Clerk/Risk Manager	31	Director of Finance
24	Library Director		

3. That the following pay schedule for officers and employees in Unclassified Positions of the City is approved September 21, 2020 and effective September 28, 2020.

Seasonal and Part-Time Hourly Rates

<u>Class Title</u>	<u>Hourly Pay Schedule</u>						
	1	2	3	4	5	6	7
School Crossing Guard	\$9.40	\$9.90	\$10.40	\$10.60	\$10.80	\$11.00	\$11.20
Library Page	\$9.40	\$9.90	\$10.40	\$10.60	\$10.80	\$11.00	\$11.20
Laborer	\$9.40	\$9.90	\$10.40	\$10.60	\$10.80	\$11.00	\$11.20
Field Mt. Grdskpr	\$9.80	\$10.30	\$10.80	\$11.00	\$11.20	\$11.40	\$11.60
Waterpark Aide	\$9.40	\$9.90	\$10.40	\$10.60	\$10.80	\$11.00	\$11.20
Lifeguard*	\$9.80	\$10.30	\$10.80	\$11.00	\$11.20	\$11.40	\$11.60

*Lifeguard with Nebraska Certified Pool Operator's License & Assigned to the maintenance of the Waterpark facility will receive an additional \$.30 per hour.

NOTE: Pay Step increase may be given after one year of service from hire date, at the discretion of the Department Head.

4. The Pay Schedule for the positions of Firefighters, Fire Lieutenants and Fire Captains working a 56 hour week shall be the schedule approved in a Resolution adopted by the Mayor and City Council on September 21, 2020 and effective September 28, 2020.

<u>Class Title</u>	<u>Hourly Pay Schedule (56 Hour Week)</u>							
	1	2	3	4	5	6	7	8
Firefighter	\$14.73	\$15.47	\$16.24	\$17.05	\$17.90	\$18.80	\$19.74	\$20.73
Fire Lieutenant	\$16.93	\$17.79	\$18.66	\$19.60	\$20.59	\$21.62	\$22.70	\$23.84
Fire Captain	\$19.08	\$20.03	\$21.03	\$22.09	\$23.19	\$24.35	\$25.57	\$26.85

5. That the Pay Schedule for the position of Patrol Officer, Corporal and Police Sergeant shall be the Schedule approved in a resolution approved by the Mayor and City Council on September 21, 2020 and effective September 28, 2020.

<u>Class Title</u>	<u>Hourly Pay Schedule</u>							
	1	2	3	4	5	6	7	8
Patrol Officer	\$20.67	\$21.71	\$22.80	\$23.93	\$25.14	\$26.39	\$27.71	\$29.09
Police Corporal	\$22.40	\$23.53	\$24.71	\$25.94	\$27.23	\$28.60	\$30.03	\$31.53
Police Sergeant	\$24.71	\$25.94	\$27.23	\$28.60	\$30.03	\$31.53	\$33.11	\$34.76

6. That the following Pay Schedule for the above listed IBEW eligible positions of the City of Scottsbluff, Nebraska employed in Classified Positions be approved September 21, 2020 and Effective September 28, 2020.

Pay Schedule - IBEW Eligible Employees Only Hourly Rates (Based on 40 hour work week)

<u>Class Title</u>	<u>Hourly Pay Schedule</u>							
	A	B	C	D	E	L1	L2	L3
Transportation Motor Equip Opr	\$15.25	\$16.01	\$16.81	\$17.65	\$18.54	\$19.46	\$20.44	\$21.46
Transportation Heavy Equip Opr	\$16.57	\$17.40	\$18.27	\$19.18	\$20.14	\$21.15	\$22.21	\$23.32
Transportation Traffic Control Tech	\$16.81	\$17.65	\$18.54	\$19.46	\$20.44	\$21.46	\$22.53	\$23.66
Environmental Svcs Solid Waste Opr	\$16.33	\$17.15	\$18.00	\$18.90	\$19.85	\$20.84	\$21.88	\$22.98
Wastewater Maintenance Worker	\$15.91	\$16.71	\$17.54	\$18.42	\$19.34	\$20.31	\$21.32	\$22.39
Wastewater Plant Operator I	\$16.01	\$16.81	\$17.65	\$18.53	\$19.46	\$20.43	\$21.45	\$22.53
Wastewater Plant Operator II	\$18.53	\$19.46	\$20.43	\$21.45	\$22.52	\$23.65	\$24.83	\$26.07
Stormwater Program Specialist	\$20.90	\$21.95	\$22.93	\$23.94	\$24.96	\$25.97	\$28.00	\$29.40
Water Maintenance Worker	\$15.91	\$16.71	\$17.54	\$18.42	\$19.34	\$20.31	\$21.32	\$22.39
Water System Operator I	\$16.65	\$17.48	\$18.36	\$19.27	\$20.24	\$21.25	\$22.31	\$23.43
Water System Operator II	\$19.20	\$20.16	\$21.17	\$22.23	\$23.34	\$24.50	\$25.73	\$27.02
Water Construction Location Spec	\$19.20	\$20.16	\$21.17	\$22.23	\$23.34	\$24.50	\$25.73	\$27.02
Central Garage Maint Mechanic	\$17.65	\$18.53	\$19.46	\$20.43	\$21.45	\$22.53	\$23.65	\$24.84
Central Garage Lead Mechanic	\$19.62	\$20.60	\$21.63	\$22.71	\$23.85	\$25.04	\$26.29	\$27.61

7. Resolution No. 20-07-03 and all other resolutions in conflict with this resolution are repealed.

Passed and approved this 21st day September, 2020.

Mayor

ATTEST:

City Clerk

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Resolut.5

Council to consider and take action on the Resolution authorizing the Scotts Bluff County Local Emergency Operations Plan and authorize the Mayor to sign the Resolution.

Staff Contact: Tim Newman, Emergency Management Director

RESOLUTION |

Council Member _____
offers the following resolution and moves its adoption, seconded by Council member
_____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in SCOTTS BLUFF County, the City of Scottsbluff and other cities and villages in SCOTTS BLUFF County, the Scottsbluff City Council deems it advisable and in the best interests of the community and the County to approve the attached SCOTTS BLUFF County Local Emergency Operations Plan. Acceptance of this 2020 Local Emergency Operations Plan supersedes all previous approved SCOTTS BLUFF County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2020.

Mayor, City of Scottsbluff

ATTEST:

City Clerk

SCOTTS BLUFF COUNTY, NEBRASKA

LOCAL EMERGENCY OPERATIONS PLAN

Dated August 1, 2020

This Plan complies with Title VI
of the Civil Rights Acts of 1964 (P. L. 88-352)
in that it was developed and actions described
will be carried out without discrimination against anyone
due to color, race, national origin, religion, sex, age, or handicap.

This Plan meets the requirements of the
Superfund Amendment and Reauthorization Act of 1986 (SARA),
also known as the
Emergency Planning and Community Right-to-Know Act (EPCRA)

Prepared by the
Region 22 Emergency Management Agency
with the assistance of the
Nebraska Emergency Management Agency, Lincoln, Nebraska

2020

RECORD OF CHANGES

CHANGE NUMBER	DATE OF CHANGE	DATE ENTERED	CHANGE MADE BY (SIGNATURE)

SCOTTS BLUFF COUNTY EMERGENCY OPERATIONS PLAN

PREFACE

This SCOTTS BLUFF County Emergency Operations Plan establishes the standardized policies, plans, guidelines and procedures that will allow all our emergency resources, governmental and non-governmental, to collectively manage and coordinate the preparation, prevention, response, recovery and mitigation functions effectively and in a consistent manner, as a team, when disaster strikes. In content and in format, the Local Emergency Operations Plan (LEOP) is consistent with the National Incident Management System (NIMS) and with the current nationwide concept embodied in the Integrated Emergency Management System (IEMS). This Plan provides for performing specific functions across the full spectrum of hazards. Most responsibilities, tasks and capabilities apply across a broad range of hazards. By treating them in this manner we show an integrated approach to disaster management. Unique aspects of certain hazards are addressed separately, where necessary. Therefore, this is truly a multi-hazard functional plan.

The Plan is organized in a manner that enhances this functional approach by incorporating the following components:

1. Basic Plan: serves as an overview of the County's approach to emergency management, assigns responsibilities, and defines broad policies, plans, and procedures.
2. Annexes: twelve functional Annexes that address the task areas deemed critical to emergency response and recovery.
3. Appendices: these sections support various Annexes and generally address unique hazard specific requirements or actions.
4. Tabs: where necessary, procedures or guidelines for carrying out specific tasks defined in Annexes or Appendices are contained in Tabs.
5. Attachments: Other supporting information is attached where needed (maps, lists, checklists, etc.).

County Basic Emergency Operations Plan Executive Summary

Purpose: It is the responsibility of all elected/appointed officials to protect citizens' lives and public and private property from the effects of hazards and disasters. This Plan describes the roles and responsibilities of the elected and appointed officials, state and federal agencies in support of the County's efforts to prevent, prepare for, respond to, recover from and mitigate against hazards and disasters.

Authority: The primary legislation directing the elected officials' responsibilities and actions during an emergency or disaster and for establishing a local emergency management agency is: RRS Sections 81-829.36 to 81-829.75, Nebraska Emergency Management Act of 1996, as amended, Cum. Supp. 2002. County, tribal, city and village officials accept this LEOP plan by resolution; generally the County has the primary responsibilities of implementation.

Scope: Implementation of this all-hazards plan will reduce or prevent the loss of life, damage to property and aid in the community economic and infrastructure recovery. Officials within the County are aware of the possibilities of an emergency or disaster and of their responsibilities in the execution of this Plan and will fulfill those responsibilities as needed. All responding elected and appointed officials, departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint disaster response and recovery activities.

Concept of Operations: The responsibility for the safety and welfare of the communities rests with the respective governments. The chief elected officials of the local governments must individually, and where possible jointly, provide policy, leadership, strategic guidance for the emergency management agency, provide resources during emergency preparedness, response, recovery activities, give trained responders the authority to accomplish the incident objectives.

The Emergency Manager (EM) will establish and implement programs to enhance the communities' awareness of, and capabilities to prevent, protect, respond, recover and mitigate disasters. During a disaster the EM will act as an operations manager/advisor/resource to local governments. Local forces, supplemented by trained auxiliaries and personnel and resources available from neighboring jurisdictions or the State, will conduct emergency operations. First responders will provide the Incident Command to address life safety, stabilize the incident and conserve property.

This Plan, approved by the elected officials, has twelve primary functional areas of responsibility (see Annexes) that define the additional roles, responsibilities and tasks necessary to ensure public safety and welfare. This Plan is developed and tested by a rigorous training and exercise program.

RESOLUTION

WHEREAS, the Board of Commissioners of SCOTTS BLUFF County, Nebraska, pursuant to Nebraska Statute, is vested with the authority of administering the affairs of SCOTTS BLUFF County, Nebraska; and

WHEREAS, it has been determined that a SCOTTS BLUFF County Local Emergency Operations Plan has been developed in order to provide for a coordinated response to a disaster or emergency in SCOTTS BLUFF County, the Cities of Scottsbluff, Gering and other cities and villages in SCOTTS BLUFF County; and

WHEREAS, the Board of Commissioners of SCOTTS BLUFF County, deems it advisable and in the best interest of SCOTTS BLUFF County to approve said Local Emergency Operations Plan;

WHEREAS, the acceptance of this 2020 Local Emergency Operations Plan supersedes all previous approved SCOTTS BLUFF County Local Emergency Operations Plans;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of SCOTTS BLUFF County, Nebraska, that the SCOTTS BLUFF County Local Emergency Operations Plan be, and hereby is, approved.

PASSED AND APPROVED THIS 20th DAY OF July, 2020.

ATTEST:

Shelly Adams
County Clerk



Board of County Commissioners,
SCOTTS BLUFF County, Nebraska

Ben Meyer
Chris Star
Mark Johnson
Mark Sanket
Alan K. Scherer

SIGNATURE PAGE

We, the undersigned, have reviewed the Local Emergency Operations Plan (LEOP) for SCOTTS BLUFF County. We accept the responsibilities pertaining to our organization as defined in the Plan and will respond as required in the event of an emergency, disaster, or plan implementation.

Region 22 Local Emergency
Planning Committee (LEPC)

Date

Scotts Bluff County Sheriff

Date

Gering Police Chief

Date

Gering Fire Chief

Date

Minatare Police Chief

Date

Minatare Fire Chief

Date

Mitchell Police Chief

Date

Mitchell Fire Chief

Date

Morrill Police Chief

Date

Morrill Fire Chief

Date

SIGNATURE PAGE continued

Scottsbluff Police Chief

Date

Scottsbluff Fire Chief

Date

Scottsbluff Rural Fire Chief

Date

Lyman Fire Chief

Date

Henry Fire Chief

Date

McGrew Fire Chief

Date

Valley Ambulance Manager

Date

Region 22 Advisory Board Chair

Date

American Red Cross

Date

SIGNATURE PAGE continued

Scotts Bluff County Assessor

Date

Scotts Bluff County Clerk

Date

Scotts Bluff County Road/Bridge/Fire Control Supt.

Date

Scotts Bluff County Public Health Director

Date

Scotts Bluff County Consolidated Communications Director

Date

Region 22
Emergency Management Director

Date

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Damage Assessment Officer			
Chairman, Local Emergency Planning Committee			
County			
Chair - Board of Commissioners			
County Clerk			
County Communications/MCU			
County Sheriff			
Highway Superintendent /PW			
County Assessor			
County Health Director			
County Extension Agent			
USDA County Emergency Board			
Airport Manager			
<u>Gering</u>			
Mayor			
City Administrator/City Clerk			
City Attorney			
Police Chief			
Fire Chief			
Public Works Director			
Emergency Management Liaison			
Superintendent of Schools			
<u>Scottsbluff</u>			
Mayor			
City Administrator/City Clerk			
City Attorney			
Police Chief			
Fire Chief			
Public Works Director			
Emergency Management Liaison			
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Emergency Management Director or City Clerk
(For use by Officials such as
Mayor/Board Chair, Police, Fire, etc.)

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Lyman
McGrew
Melbeta
Minatare
Mitchell
Morrill
Terrytown

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Division of Public Health

GLOSSARY OF TERMS AND ACRONYMS

Access and functional needs Populations: Individuals having additional needs before, during and after an incident in functional areas including but not limited to: maintaining independence and self-care, communication, transportation, supervision and medical care. Such individuals may have physical or behavioral disabilities, live in institutionalized settings including jails, may be elderly, children, from diverse cultures, have limited English proficiency or non-English speaking or transportation disadvantaged.

All-Hazards: Describing an incident, natural or man-made, that warrants action to protect life, property, environment, public health or safety and minimize disruptions of government, social or economic activities.

APHIS - Animal and Plant Health Inspection Service: A part of U. S. Dept. of Agriculture responsible for protecting animal and plant resources from pests and diseases, promoting agricultural health, administering the Animal Welfare Act, wildlife damage management activities.

ART - Animal Response Team

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision making.

AVIC - Area Veterinarian in Charge: A U.S.D.A. veterinarian trained in animal disease control.

Bio-security: A system designed to protect a group of organisms (plants, animals, humans) from infectious agents (i.e. viruses, bacteria, fungi, or parasites) or hazardous chemicals.

BSE - Bovine Spongiform Encephalopathy: A slowly progressive, degenerative, fatal disease affecting the central nervous system of adult cattle; also known as "Mad Cow" disease.

Business Band Radio: Any commercial radio communications not otherwise specifically stated.

CAD - Contagious Animal Diseases: Diseases that spread from one animal to other animals.

CEC - Community Emergency Coordinator: The single point of contact under SARA Title III for the community who makes determinations necessary to implement the plan. This is generally the jurisdiction's Fire Chief.

CERCLA: Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (PL 96-510)

CHEMTREC - (1-800-424-9300) Chemical Transportation Emergency Center: Located in Washington, D.C., this facility, sponsored by the chemical industry, provides 24-hour assistance in dealing with chemical transportation emergencies.

Citizen Corps A volunteer organization trained in individual preparedness and to assist first response units in administrative or minor support functions.

Civil Defense Emergency: An emergency declared by the President of the United States or Congress pursuant to applicable federal law finding that an attack upon the United States has occurred or is anticipated and that national safety requires the invocation of the emergency authority provided for by federal law.

Continuity of Government (COG) Plan: Activities that address the continuance of constitutional governance to insure that constitutional, legislative and administrative responsibilities are maintained in any potential incident.

Continuity of Operations (COOP) Plan: Planning should be instituted at all levels of government, across the private sector and non-governmental organizations, as appropriate, to ensure the continued performance of core capabilities, essential functions, or critical agency/organizational operations during any potential incident.

County Emergency Board (CEB): A group comprised of representatives from three USDA agencies, Farm Service Agency (FSA), Natural Resources Conservation Service (NRCS), Cooperative Extension Service (CES). The Emergency Manager is usually also a member.

Decontamination: The reduction or removal of contaminating radioactive, biological or chemical material from a structure, area, object, or person.

Demobilization: The orderly, safe and efficient return of an incident resource, including equipment, supplies, individuals, to the original location and status.

DATNE: Disaster Assistance Taskforce of Nebraska

DEQ: Nebraska Department of Environmental Quality, also NDEQ

DHS: Department of Homeland Security

DHHS: Department Health and Human Services,

DMP: Debris Management Plan

DOR: Nebraska Department of Roads, also NDOR

Disaster - (Reference 81-829.39[3]): Occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or man-made cause, including, but not limited to fire, flood, earthquake, wind, storm, chemical spill, or other water contamination requiring emergency action to avert danger or damage,

epidemic, air contamination, blight, drought, infestation, explosion, riot, civil disturbance, or hostile military or para-military action.

DRC - Disaster Recovery Center: A location established in a disaster area which houses all federal, state, and local agencies that deal directly with the needs of the individual survivor. DRCs are established only after a Presidential Declaration. Tele-registration will be available.

EAS - Emergency Alert System: The Emergency Alert System is composed of AM, FM and TV broadcast stations and non-government industry entities operating on a voluntary, organized basis during emergencies at the national, state, or operational levels.

Emergency: Any unplanned event that interrupts the daily function of the jurisdiction and requires an emergency response.

Emergency Worker: A person or persons who are primarily responsible for carrying out emergency functions. Emergency functions include radiological monitoring, firefighting services, law enforcement, medical and health services, rescue activities, area security, communications, evacuation measures, social services, and other related functions assigned by competent authority to protect the health, safety, and property of the general populace. Reference: RRS 81-829.55

EMAC – Emergency Management Assistance Compact: An agreement between *all* states for mutual aid so that needed resources are obtained, transported and utilized during a disaster.

EMS: Emergency Medical Services

EMT - Emergency Medical Technician: An individual who has completed the required training and is licensed by the State of Nebraska to perform emergency basic life support functions.

Emergency Protective Actions: Measures taken prior to or after a release of hazardous materials to prevent or minimize exposures to persons in the threatened area. Examples of emergency protective actions as discussed in this plan are area access control, evacuation, in-house shelter, decontamination, and respiratory protection.

EOC - Emergency Operation Center: A facility from which local government officials exercise direction and control in an emergency or disaster.

EOC Staff: Members of the emergency management organization tasked to operate the Emergency Operation Center during disasters.

EPA: Environmental Protection Agency (Federal Agency)

EPI - Emergency Public Information: Information concerning individual actions that will be made available to affected residents, transients, and evacuees in an emergency to ensure their safety and well-being.

ESAR-VHP: Emergency System for Advance Registration of Volunteer Health Professionals.

ESF – Emergency Support Functions: Various state agencies may be requested or mandated to participate in disaster related activities, responses or support.

Evacuation: The organized, phased and supervised withdrawal, dispersal or removal of people from dangerous or potentially dangerous areas, their reception and care in safe areas and eventual return when possible.

Executive Group: Consists of the Chief Executives (Mayor, County Board Chairman, etc.) of the affected jurisdictions and/or their deputies.

Exercise: An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties; and demonstrate operational capability.

FAD – Foreign Animal Disease: Any animal disease not naturally found in the United States. These diseases must be brought into the country by some vector, a diseased animal, food, soil, transportation. Examples of FADs include Foot-and-Mouth Disease, Newcastle Disease, Avian Influenza and African Swine Fever.

FADDs – Foreign Animal Disease Diagnosticians: Specially trained veterinarians and laboratory technicians specializing in identifying foreign animal diseases.

FCO - Federal Coordinating Officer: The person appointed by the Associate Director, Federal Emergency Management Agency, who operates under the Regional Director, FEMA, to coordinate federal assistance in a major disaster.

FDA: Food and Drug Administration

FEC - Facilities Emergency Coordinator: The single point of contact under SARA Title III for a facility that reports extremely hazardous substances. This person will coordinate all activities of the facility in the event of a spill or release.

Federal Agency Disaster Designation: Certain federal agencies have programs under their own authorities that allow them to provide assistance without a Presidential Declaration.

Federal Response Plan (FRP): The Federal plan developed under Public Law 93-288 (Stafford Act) in order to facilitate the delivery of all types of Federal Response Assistance to States to help them deal with the consequence of significant disasters. Any response provided will supplement state and local response efforts. Requests for Federal assistance will be made by the State after an assessment of state and local ability to respond to the specific disaster.

FEMA - Federal Emergency Management Agency: The federal agency charged with development of an Integrated Emergency Management System and with supporting Emergency Management and Disaster Assistance efforts at all levels of government.

First Responder: Local and nongovernmental agencies; police, fire and other emergency personnel responsible for the initial activities to protect and preserve life, property, evidence and the environment; including emergency management, public health, clinical care, public works and other skilled support personnel from federal, state, local tribal and non-governmental organizations.

FMD: Foot and Mouth disease

FSA: Farm Services Agency

Governor's Emergency Fund: A fund established by state law that may be expended, upon direction of the Governor, for any State of Emergency to supplement local efforts to maintain and/or promptly restore essential public facilities or services when threatened or damaged as a result of a natural disaster.

Governor's Proclamation - State of Emergency: The Governor has found that a disaster has occurred or that the occurrence or threat thereof is imminent within the state or any part thereof, and he has activated the disaster response and recovery aspects of state, local, and inter-jurisdictional plans for the purpose of aiding the affected individuals and local governments.

HAN - Health Alert Network: A statewide communications system used to alert all medical doctors, hospitals, veterinarians and animal clinics of a medical or animal disease emergency.

Hazard Analysis: The process of identifying the potential danger or harm that could affect the jurisdiction and determine the probable impact each of these hazards could have on people and property.

Hazard Area: A specified area directly affected by a disaster, or with high probability of being affected by specific hazards.

Hazard Mitigation: Measures which will eliminate or reduce the potential for damage to an area or facility from the effects of an emergency or disaster.

HazMat - Hazardous Materials: Substances which, if released in an uncontrolled manner (i.e., spilled), can be harmful to people, animals, property, and/or the environment.

HSEEP – Homeland Security Exercise Evaluation Program: The method used to measure the success of all local, state and national emergency/disaster training sessions and programs; to include standards, record keeping and is the basis for the LEOP and local SOP improvement process.

Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategies for managing an incident, the initial response activities, formalized steps to achieve recovery, staffing and other resources needed during one or more operational periods.

ICS/IMS - Incident Command System/Incident Management System: The combination of facilities, equipment, personnel, procedures, and communications necessary to manage resources at the scene of an incident. See NIMS.

ICU: Intensive Care Unit

Incident Status Report (ISR): The ISR is used by emergency managers to report an emergency management incident to NEMA. Initial field responders and public works agencies use the ISR to collect the initial damage assessment information on damage which has occurred to the infrastructure in the jurisdiction. Part of the ISR must also include estimating the amount and types of debris which will need to be handled.

In-Place Shelter: Protective shelter action directed in the event of a short-term or low-level radioactive or toxic material release where evacuation actions could not be rapid enough to protect the affected population from an approaching hazard. Taking in-place shelter means staying indoors, closing all windows and openings to the outside air, and turning off all air conditioners or fans vented to the outside.

Infected zone: The area around a specific location of a suspected or confirmed animal/wildlife disease; also known as the quarantine or control zone.

Ingestion Exposure Pathway EPZ (Nuclear Power Station Incidents): An Emergency Planning Zone which refers to exposure primarily from eating or drinking water or foods such as milk and fresh vegetables that have been contaminated with radiation. The duration of primary exposure could range from hours to months.

Integrated Public Alert and Warning System (IPAWS): is a modernization and integration of the nation's alert and warning infrastructure and will save time when time matters most, protecting life and property.

JFO, Joint Field Office: Federal and State agencies co-located in a facility during recovery.

JIC, Joint Information Center: Locally designated location for release of information to the general media for dissemination to the public.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political (elected officials) or geographical (state, county, village) or functional (law, fire, public health).

Key Personnel: Those officials of local government and other agencies and organizations who have primary functional responsibilities under this plan.

LEDRS: Nebraska Livestock Emergency Disease Response System

Local Emergency Operations Plan (LEOP): A county wide, all-hazards plan, required by Nebraska R. S. Section 81-829.31, 81-829.36 to 81-829.75, 1996, that establishes the policies, responsibilities, plans, guidelines and procedures for all elected and appointed

officials, Emergency Managers, and First Responders to function effectively during an emergency or disaster.

Local Emergency Planning Committee (LEPC): A local committee appointed by the State Emergency Response Commission (SERC) responsible for emergency planning and community right to know under SARA Title III.

Logistics: Providing resources (equipment, supplies, services, personnel, money) to support an incident response and recovery.

MCI - Mass Casualty Incident: An incident, emergency, or disaster which generates sufficient casualties where:

- A. The number of patients and the nature of their injuries make the normal level of stabilization and care unachievable, or
- B. The number of Emergency Medical Technicians and ambulances that can be brought to the field within the time allowed is not enough, or
- C. The stabilization capabilities of the hospital are insufficient to handle all the patients.

MIL - Nebraska Military Department: A state agency consisting of the Nebraska Emergency Management Agency, the Nebraska Air National Guard and the Nebraska Army National Guard.

MOU – Memoranda of Understanding: The MOU agreement NEMA has with Cities is based upon State Statute 81-829.52 that allows the Adjutant General, upon orders of the Governor, to establish “such number of state emergency response teams as may be necessary”. The Statute allows for payment to the jurisdictions, workman’s compensation and liability coverage for members of an established team.

MSDS: Material Safety Data Sheet

Mutual-Aid Agreements: Arrangements between organizations, either public or private, for reciprocal aid and assistance in case of emergency or disaster too great to be dealt with unassisted or when local resources are inadequate or exhausted.

NAWAS - National Warning System: A system of special telephone lines linking Nebraska with federal authorities in other states. A sub-network portion of the system, the State NAWAS Circuit, ties together state and local warning points as well as the National Weather Service, Nebraska State Patrol Stations, and nuclear power stations.

NCP - National Contingency Plan: Prepared by EPA to put into effect the response powers and responsibilities created by CERCLA.

NDA: Nebraska Department of Agriculture

NEMA – Nebraska Emergency Management Agency: A state agency mandated to administer the Emergency Management Act, R. R. S. Section 81-829.31, .36 to .75 and Homeland Security directives for the State.

NGPC: Nebraska Game and Parks Commission

NHIT: Nebraska Hazardous Incident Team

NIMS – National Incident Management System: A comprehensive, national approach to incident management, includes the Incident Command System, multi-agency Coordination systems, and Public Information systems and must be adopted by all jurisdictions to be compliant for DHS grants and awards.

NRF: National Response Framework; a guide to how the Nation conducts all-hazards responses (Jan. 2008)

NRP: National Response Plan, a guide for governmental agencies or roles and responsibilities for disaster response. emphasizing the Emergency Support Functions, (2004, rev '06)

NRT: National Response Team. Consists of representatives of government agencies as the principal organization for implementing the NCP.

NSP: Nebraska State Patrol

Nuclear Incident: An event where nuclear materials with consequent radiation are uncontrollably released. Synonymous with the terms "radiation spill" and "nuclear accident".

OSC - On Scene Coordinator: Federal official who directs Federal response under NCP.

OSHA: Occupational Safety and Health Administration (Federal Agency).

Pathogen: An organism (bacteria, virus, fungus, parasite) that is capable of causing disease or death.

PDA: Preliminary Damage Assessment

Presidential Emergency Declaration: Under PL 93-288, as amended by PL 100-707 this is issued when the President has decided that a catastrophe, in any part of the United States, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health, and safety, or to avert or lessen the threat of a natural disaster which because of the pressure of time or because of the unique capabilities of a federal agency, assistance can be more readily provided by the federal government.

Presidential Major Disaster Declaration: Is issued when in the determination of the President, a catastrophe causes damage of sufficient severity and magnitude to warrant

federal assistance under PL 93-288, as amended by PL 100-707, or subsequent legislation, above and beyond emergency services provided by the federal government to supplement the efforts and available resources of states, local governments, and other relief organizations in alleviating the damage, loss, hardship, or suffering as a result of the catastrophe.

Protective Shelter: Any shelter with the capability to protect individuals, animals, or equipment from the effects of hazards such as tornadoes, blast, fire, initial radiation, and fallout.

Quarantine zone: Area where livestock, vehicle or human movement, in/out of, is prohibited.

Radiological Emergency: A radiological incident/accident that requires immediate action to save lives, to protect public health, to preserve property, or to reduce or avoid an increase in the threat resulting from the incident/accident.

Radiological Monitoring: The use of detection equipment to measure the presence or levels of radiation and concentration of radioactive contamination to include the planning and data collection necessary to the task.

Radiological Protection: The organized effort, through warning, detection, and preventive or remedial measures, to minimize the effect of nuclear radiation on people and resources.

REM - Radiation Equivalent in Man: A measure of the overall effectiveness of a radiation dose at causing a risk of cancer.

Restricted Zone: The area around a suspected or confirmed animal disease location where the movement of livestock or people is controlled or stopped. The size of the zone is dependent on weather, terrain, animal concentrations, etc.

Risk: A function of three variables: Threat, Vulnerability and Consequence.

RRT - Regional Response Team: representatives of Federal agencies and a representative from each state in the Federal Region. During a response to a major hazardous materials incident involving transportation or a fixed facility, the OSC may request that the RRT be convened to provide advice or recommendations.

Rumor Control: A location where information requests from the public can be handled. Special Disaster Information telephone numbers may be published.

SARA: Superfund Amendments and Reauthorization Act of 1986. Contains Title III provisions for Hazardous Materials Emergency Planning and Community Right-to-Know.

Secondary spread: The spread of a disease by carriers (vectors) such as people, other animals, vehicles or by contaminated materials such as soil, food, bedding, wastes, etc.

SEOC: State Emergency Operations Center, usually in Lincoln, at the NEMA facilities

SEOP: State Emergency Operations Plan

SERC - State Emergency Response Commission: A commission, appointed by the governor to oversee LEPCs.

SERT - State Emergency Response Teams: Specially trained Hazmat team, technician level. Three levels of response teams: Governor's appointment, Nebraska Hazardous Incident Team, Wildfire Team

SFM: State Fire Marshal

SOP: Standard Operating Procedures, a list of specific or detailed actions, methods or skills used to accomplish a specific task or job; also known as SOGs, Standard Operating Guides.

State Coordinating Officer (SCO): The person named by the Governor in the Federal-State Agreement to execute on behalf of the State all necessary documents for disaster assistance following the declaration of an emergency or major disaster, including certification of applications for public assistance.

State Radiation Team/Radiological Monitoring Team: Response team sent to a radiological incident/accident by the Nebraska Health and Human Services System. This team(s) may be augmented by emergency management radiological monitoring resources, including aerial monitoring. On scene, all radiation control activities are coordinated by the HHSS which also furnishes technical guidance and other services to local governments.

Superfund: The trust fund established under CERCLA to provide money the OSC can use during a cleanup.

Surveillance zone: In an animal disease situation this could initially include the entire state and those near to the infected area where livestock would be closely monitored. This zone would be adjusted based on the findings about the disease and its ability to spread.

Title III: The "Emergency Planning and Community Right-to-Know" portion of SARA. This is Specifies requirements for minimum plan content, for fixed facility owners to inform officials about extremely hazardous substances present at the facilities and for making information about extremely hazardous substances available to citizens.

Traffic Control (Entry-Exit) Points: Places along evacuation routes that are either manned by law enforcement personnel or volunteers, or marked with barricades to direct and control movement to and from the area being evacuated.

Triage: A system of assigning priorities of medical treatment to the injured and/or ill on the basis of urgency, chance of survival, etc.

UNS: University of Nebraska System

USDA: United States Department of Agriculture

Volunteer: For the purposes of NIMS, any person accepted to perform services by the lead agency to accept such services when the person performs services without promise, expectation or receipt of compensation for services performed. (16 USC 742f© and 29 CFR 553.101.

VOAD – Voluntary Organizations Active in Disasters, see the “Emergency Manager’s Handbook: 2008”.

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SCOTTS BLUFF COUNTY BASIC EMERGENCY OPERATIONS PLAN

I. PURPOSE

This Plan predetermines, to the extent possible, actions taken by responsible elements of the governments within SCOTTS BLUFF County including its cities, villages, and cooperating private organizations to:

- A. Detect and protect against, threats or incidents of terrorism, natural disasters, major emergencies, and incidents of national significance,
- B. Prevent against avoidable disasters by reducing the vulnerability of SCOTTS BLUFF County residents to any disasters that may strike,
- C. Establish capabilities for protecting citizens from the effects of disasters,
- D. Respond effectively to the actual occurrence of disasters,
- E. Provide for the recovery in the aftermath of any emergency involving extensive damage or other detrimental effect on normal life within the community.

II. AUTHORITY

Authority for this Plan is contained in:

- A. Public Law 81-920 (Federal Emergency Management Act of 1950) as amended;
- B. Public Law 93-288 (Disaster Relief Act of 1974) as amended by PL 100-707;
- C. Public Law 99-499 (Superfund Amendments and Reauthorization Act of 1986) as amended;
- D. 44 CFR, Part 302, Emergency Management: State and Local Emergency Management Assistance (EMA), October 2011, as amended;
- E. RRS Sections 81-829.36 to 81-829.75, Nebraska Emergency Management Act of 1996, as amended, Cum. Supp. 2002;
- F. Nebraska Administrative Code, Chapter 7; Nebraska Emergency Management Agency Title 67, July 21, 2001;
- G. Nebraska Revised Statutes 81-201 (Reissue 1996), 54-701 (reissue 1998 and Cum. Supp. 2002, and 54-1180 to 54-1182 (Reissue 1998 and Cum.

- Supp. 2002), (Nebraska Department of Agriculture's general response procedures); 2-1072 to 2-10, 117, the Plant Protection and Pest Act; and 54-847 to 54-863, (Reissue 1998) the Commercial Feed Act; 81-2,257 to 81-2,261 (Reissue 1996 and Cum. Supp. 2002), the Nebraska Pure Food Act; S2-3901 to 2-3911 (Reissue 1997 and Cum. Supp. 2002), the Nebraska Pasteurized Milk Law; 2-3913 to 2-3946 (Reissue 1997 and Cum. Supp. 2002), Manufacturing Milk Act;
- H. USC Title 21, section 134(a), (USDA response procedures for animal disease events);
 - I. USC Title 7, sections 7701-7772, (USDA Plant Protection Act);
 - J. 21 CFR, Parts 500-599 (Food, Drug, and Cosmetic Act);
 - K. Homeland Security Presidential Directive (HSPD) 5 "Management of Domestic Incidents," 28 February, 2003;
 - L. Presidential Policy Directive (PPD) 8 "National Preparedness" March 30, 2011;
 - M. State of Nebraska, Executive Order 05-02, State Adoption of the National Incident Management System (NIMS), March 4, 2005.
 - N. Interlocal agreement between the City of Gering, the City of Scottsbluff, and Scotts Bluff County, dated 1 April 1983, establishing the Scotts Bluff County Emergency Management Agency. This agreement was revised on 17 November 2003, to include Banner County, backdate effective on 1 October, 2003.
 - O. Village of Henry Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 07/09/96.
 - P. Village of Lyman Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 09/18/96.
 - Q. Village of McGrew Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 07/17/96.
 - R. Village of Melbeta Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 08/14/96.
 - S. City of Minatare Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 07/17/96.
 - T. Village of Morrill Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 06/10/96.

- U. City of Mitchell Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 09/12/96.
- V. Village of Terrytown Resolution establishing the Scotts Bluff County Emergency Management Agency, dated 08/01/96
- W. Scotts Bluff County Resolution dated 10/04/10 establishing the 2010 Scotts Bluff County Local Emergency Operations Plan (LEOP);
- X. Region 22 Emergency Management Inter-local Agreement between Scotts Bluff County, Banner County, City of Scottsbluff, City of Gering, and City of Terrytown, dated February 1, 2008 establishing Region 22 Emergency Management.
- Y. Scotts Bluff County Resolution establishing Region 22 Emergency Management, dated February 4, 2008.
- Z. Banner County Resolution establishing Region 22 Emergency Management, dated February 5, 2008.
- AA. City of Scottsbluff Resolution establishing Region 22 Emergency Management, dated February 4, 2008.
- BB. City of Gering Resolution establishing Region 22 Emergency Management, dated January 28, 2008.
- CC. City of Terrytown Resolution establishing Region 22 Emergency Management, dated February 7, 2008.
- DD. Region 22 Emergency Management Inter-local Agreement expanding participation in and re-establishing Region 22 Emergency Management with participation from Scotts Bluff County, Banner County, City of Scottsbluff, City of Gering, City of Terrytown, City of Minatare, Village of McGrew, Village of Lyman, Village of Henry, City of Mitchell and Village of Morrill date July 1, 2009.
- EE. Scotts Bluff County Resolution expanding participation in and re-establishing Region 22 Emergency Management dated June 15, 2009.
- FF. Banner County Resolution expanding participation in and re-establishing Region 22 Emergency Management dated June 2, 2009.
- GG. City of Scottsbluff Resolution expanding participation in and re-establishing Region 22 Emergency Management dated June 1, 2009.
- HH. City of Gering Resolution expanding participation in and re-establishing Region 22 Emergency Management dated June 8, 2009.
- II. City of Terrytown Resolution expanding participation in and re-establishing Region 22 Emergency Management dated August 6, 2009.

- JJ. City of Minatare Resolution expanding participation in and re-establishing Region 22 Emergency Management dated July 21, 2009.
- KK. Village of McGrew Resolution expanding participation in and re-establishing Region 22 Emergency Management dated September 9, 2009.
- LL. Village of Lyman Resolution expanding participation in and re-establishing Region 22 Emergency Management dated August 18, 2009.
- MM. Village of Henry Resolution expanding participation in and re-establishing Region 22 Emergency Management dated June 2, 2009.
- NN. City of Mitchell Resolution expanding participation in and re-establishing Region 22 Emergency Management dated June 9, 2009.
- OO. Village of Morrill Resolution expanding participation in and re-establishing Region 22 Emergency Management dated February 10, 2009.

III. SITUATION

- A. A. SCOTTS BLUFF County, with a residential population of approximately 35,989 persons, (2018 census estimate) is vulnerable to many hazards that can disrupt the community, create damage and cause injury or death. The SCOTTS BLUFF Local Hazard Mitigation Plan has identified hazards which could affect the population or public and private property. The most severe of these hazards are tornadoes, floods, severe winter storms, hailstorms, fire, transportation/HazMat accidents, viral/infectious disease outbreak.
- B. Scotts Bluff County and its incorporated jurisdictions have significant emergency response resources and capabilities. Eight (8) law enforcement agencies, seven (7) fire departments, six (6) rescue squads Valley Ambulance Services and the Regional West Medical Center provide emergency services on a day-to-day basis. During and after a disaster, the use of these emergency resources and other governmental and private response and recovery capabilities will minimize the effects of the disaster.

IV. ASSUMPTIONS and PLANNING FACTORS

- A. Outside assistance would be available in most disasters. However, it is essential for the County to be prepared to carry out disaster response and short-term recovery actions on an independent basis.
- B. A major disaster may occur at any time, and at any place, in the county. In some cases, warnings and increased preparedness measures may be possible. Many disasters can and will occur with little or no warning.

- C. Implementation of this Plan will reduce or prevent the loss of life and damage to property. Officials within the County are aware of the possible occurrence of an emergency or major disaster and their responsibilities in the execution of this Plan and will fulfill those responsibilities as needed.
- D. All responding elected and appointed officials, departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint disaster response and recovery activities. This includes but is not limited to establishing unified or area incident command systems, the use of staging areas as needed, implementing multi-agency coordination systems and resource management including the identification and listing of all department, agency and jurisdiction disaster response resources (equipment, trained personnel, supplies, facilities) using the NIMS resource identification process.

V. ORGANIZATION / RESPONSIBILITIES

A. Elected Officials Responsibilities

The responsibility for the safety and welfare of the residents of SCOTT'S BLUFF County and its communities rests with the respective governments. To fulfill this responsibility, the chief elected officials of the various local governments must individually, and where possible, jointly:

1. Provide overall policy, leadership and direction and strategic guidance, for the emergency management agency,
2. Provide resources during emergency preparedness, response and recovery activities.
3. Give the trained responders the authority to accomplish the incident objectives.

Providing policy direction does not mean that these officials direct the incident objectives or tactics. Those responsibilities are given to the Incident Commander, see below. The elected/appointed officials will implement these and other plans to ensure emergency actions are taken in a timely manner to provide care and support for those citizens affected.

B. Local Government Structure

1. A five (5) member Board of Commissioners/Supervisors manages the governmental activities of the County. Their authority extends to all unincorporated areas of the county.

2. Scottsbluff is a first class city (population 14,733; 2018 census estimate) and functions under the Mayor/Council system. The City Council has a Mayor and four (4) Council Members. Day-to-day activities of the city are under the direction of a City Manager.
3. Gering is a first class city (population 8,225; 2018 census estimate) and functions under the Mayor/Council system. The City Council has a Mayor and seven (7) Council Members. Day-to-day activities of the city are under the direction of a City Administrator.
4. Mitchell (population – 1,641) (2018 census estimate), Minatare (population – 797) (2018 census estimate), and Terrytown (population – 1,175) (2018 census estimate) are second class cities using the Mayor/Council system. The Council consists of the Mayor and four Council Members.
5. Henry (population – 101), Lyman (population – 328), McGrew (population – 102), Melbeta (population – 109), and Morrill (population – 895) (2018 census estimates) are villages under the direction of Village Boards with a Board Chairperson and four Board Members.

C. Emergency Management

1. Region 22 Inter-local Agreement

Recognizing the need for the most effective possible emergency management structure for dealing with disaster, Scotts Bluff County has joined with Banner County, City of Scottsbluff, City of Gering, City of Terrytown, City of Minatare, Village of McGrew, Village of Lyman, Village of Henry, City of Mitchell, and Village of Morrill as signatories of an inter-local agreement expanding participation and re-establishing Region 22 Emergency Management. A member of the Scotts Bluff County and Banner County Board of Commissioners, a member of City of Scottsbluff, City of Gering, City of Terrytown, Village of Morrill, and City of Mitchell Councils currently sit on the Region 22 Emergency Management Board of Directors and all participating members of the Region 22 Inter-local Agreement may have a representative sit on the Region 22 Board. A lay person also sits on and chairs the Board. A Region 22 Emergency Management Director is employed by the Board and has established a joint Region 22 Emergency Management Emergency Operations Center (EOC) at the Scottsbluff Public Safety Building in Scottsbluff, Nebraska that supports emergency preparedness activities in the two-county region. During emergency operations, the Region 22 Emergency Management Board of Directors will advise and support the Region 22 Emergency Management Director.

2. Region 22 Emergency Management

The Region 22 Emergency Management Director, appointed jointly by the Scotts Bluff and Banner County Board of Commissioners and through the Region 22 Board of Directors, by the participating cities and villages, will act

as a disaster operations advisor to the Boards, and the City and Village Councils. In that capacity, and as directed by the County Boards, the Emergency Management Director will assist and support other cities and villages in the county in emergency response activities within those communities. Local forces, supplemented as necessary by trained auxiliaries and personnel and resources available from neighboring jurisdictions or the State, will conduct emergency operations. Supervision of the Region 22 Emergency Management Director Scotts Bluff County Commission and the Region 22 Board of Directors. In general, the Emergency Management Director:

- a. Serves as the emergency preparedness and response advisor to Scotts Bluff and Banner Counties' Chairperson and Board of Commissioners; Gering, Scottsbluff, Terrytown, Minatare, and Morrill Cities' Mayors and their respective City Councils; and McGrew, Lyman, Henry, Morrill and Melbeta Villages' Chairpersons and their respective Village Councils.
- b. Directs and controls the Region 22 Emergency Management Agency. In that capacity, supports disaster preparedness and response activities in all other jurisdictions in the county.
- c. Develops plans, prepares guidance, and coordinates actions to accomplish an effective emergency operating capability, assesses the capabilities and readiness of local assets likely to be needed during an incident and identifies any shortfalls or gaps.
- d. Ensures that there are unified objectives with regard to the communities' emergency response plans, preparation activities, public information, training and exercising activities.
- e. Promulgates a program promoting a general public awareness of Emergency Management.
- f. Implements procedures to obtain state/federal government programs of financial and resource assistance to include the local administration and fiscal responsibility for grants, equipment obtained through grants and the training for the equipment so obtained.
- g. Establishes programs to protect lives, protect property, and sustain survivors in the event of disaster.
- h. Involves private sector businesses and relief organizations in planning, training and exercising.

3. City and Village Emergency Management

Currently, all Scotts Bluff County cities and villages have appointed Emergency Management Liaisons who serve and advise executives on emergency management matters. This function, in relation to their communities, will be the same as listed above for the Region 22 Emergency Management Director.

D. Incident Commander

1. The Incident Commander of an event or disaster is the first trained responder on scene. The initial response priorities are based on:
 - a. Life Safety: determining the threats to both the responders and the public.
 - b. Incident Stabilization: determining tactics to reduce the damage potential lessen the incident complexity and provide infrastructure protection,
 - c. Property Conservation: assessing the real property threatened by the event, the potential environmental impact and the economic impact.
2. Incidents occur at differing levels of complexity, from simple ones requiring only one responder with a minimal level of input to catastrophic levels requiring federal or even international assistance. Yet all incidents remain under the control of the local Incident Commander. The Incident Commander will follow the principle and guidelines of the National Incident Management System. For all events, the Incident Commander is also responsible for the following in some manner or scale:
 - a. Having clear authority and knowing agency policy,
 - b. Ensuring incident safety,
 - c. Establishing an Incident Command Post,
 - d. Setting priorities, determining incident objectives and strategies to be followed,
 - e. Establishing the Incident command system organization needed to manage the incident,
 - f. Approving the Incident Action Plan,
 - g. Coordinating command and General Staff activities,
 - h. Approving resource requests and use of volunteers and auxiliary personnel,

- i. Ordering demobilization as needed,
- j. Ensuring after-action reports are completed, and
- k. Authorizing information release to the public.

E. State Agencies

This Plan primarily addresses local authority in emergencies. There may be times when state agencies may be requested or required to be involved. References in this Plan to state agencies are not meant to be an exhaustive list of circumstances or situations with State involvement. State statutes mandate certain state agencies to respond or support local jurisdictions and those agencies are expected to perform their duties when necessary.

F. Responsibilities

Most departments within local government have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining emergency/disaster procedures. This Plan has twelve primary functional areas of responsibility (detailed in Annexes) that define the tasks necessary to ensure public safety and welfare. Additional functions, such as Mitigation, Continuity of Government, Reporting, and Administration and Logistics, which do not warrant a full Annex, are also addressed at the appropriate places in this Plan. Primary and supporting responsibility has been assigned as shown in the Functional Responsibility Chart, included in this section. (See Attachment 1). Specific activities are covered in the Annexes. Responsibilities for certain organizations that are not part of local government are also presented. In general, the functional areas cover:

1. Direction and Control (Annex A)

By statute, the conduct of all emergency operations and protective actions in Scotts Bluff County is the responsibility of the County Board; and, in their respective political subdivisions, the responsibility of the Mayor and City Councils of Gering, Scottsbluff, Minatare, Mitchell, and Terrytown and the Village Boards of Henry, Lyman, McGrew, Melbeta, and Morrill. These executives constitute the Emergency Executive Group. During an emergency, they will re-locate to the Emergency Operations Center (EOC) located in the Scottsbluff Public Safety Building in Scottsbluff - along with the Emergency Operations Staff. The Emergency Executive Group will use the expertise of the EOC staff to assist them in the Direction and Control functions. In general, executive direction and control responsibilities will be to:

- a. Assign missions and tasks in support of and fulfilling the resource needs of the Incident Commander,

- b. Establish short and long term priorities for recovery,
- c. Anticipate and identifying future resource requirements,
- d. Monitor the County environment,
- e. Inform the public of conditions, warnings, and instructions,
- f. Coordinate emergency operations in support of the Incident Commander,
- g. Demobilize and replenish resources after the event,
- h. Coordinate and resolve policy issues arising from the event,
- i. Participate in the After Action Report process and make the subsequent modifications to policies, plans and procedures in agencies under their authority;
- j. Partner with private, for-profit, non-profit, non-governmental, faith-based and other organizations as required and
- k. Implement those appropriate portions of the jurisdiction's Continuity of Operations – Continuity of Government Plans. This ensures that the vital and essential functions of government services continue during and after a disaster, especially when government facilities and staff are affected by the disaster.
- l. The Region 22 Emergency Management Director will also be a part of the Executive Group in an advisory and support role.

2. Communications and Warning (Annex B)

The primary responsibility for establishing, maintaining, augmenting, and providing backup for all channels of communications needed for emergency response and recovery rests with the respective emergency service organizations. The Communications and Warning Officer (if appointed) is responsible for coordinating EOC communications and maintaining this Annex of the LEOP; in lieu of a Communications Officer, then the Emergency Manager. Warning could be received through the NAWAS Warning Point or NOAA Weather Alert radio. In the remainder of the county, warning of the public is a primary responsibility of the SCOTTS BLUFF County Sheriff's Office.

3. Damage Assessment (Annex C)

The Scotts Bluff County Assessor will serve as Damage Assessment Coordinator and will be responsible for ensuring that personnel and procedures are available to provide preliminary damage estimates and descriptions of the damage, including estimated costs, resulting from the disaster. This responsibility includes provisions for completing the process of requesting a local disaster proclamation through emergency management channels. The Damage Assessment Coordinator is a member of the EOC Staff. Debris management planning guidelines, staffing and responsibilities are provided in Annex C. Red Cross and the USDA, FSA may conduct damage assessments targeted to their mission and may be able to share such information with the EOC.

4. Emergency Public Information (Annex D)

The Public Information Officer (PIO) is responsible for keeping the public advised as to the emergency. The PIO has an important role of coordinating with the media in advising the public of proper actions to take. The establishment of rumor control procedures and Disaster Recovery Centers are also important functions as is the on-going requirement for emergency preparedness education efforts. All public information activity will be coordinated through the Emergency Operating Center where the Public Information Officer will function as a member of the EOC Staff.

5. Evacuation (Annex E)

The goal of this function is to relocate people to safe areas when emergencies or threats necessitate such action. The decision to evacuate is normally made by the Executive Group on the advice of the Emergency Management Director but due to the severity of the situation it may be made by the Incident Commander (fire or law enforcement). The Region 22 Emergency Management Director, along with any other city and village Emergency Management Liaisons, is responsible for establishing clear and detailed procedures for carrying out evacuations. Evacuation and sheltering plans will include consideration for individuals with access and functional needs, service or companion animals and household animals.

6. Fire Services (Annex F)

All Fire District Chiefs are responsible for fire control and rescue activities in their respective fire districts. The Fire Chief of the affected jurisdiction serves as Fire Services Coordinator and as a member of the EOC staff. If more than one jurisdiction is affected, the Scotts Bluff County Mutual Aid Association may provide a Fire Services Representative to the EOC. General responsibilities are to limit loss of life and property from fires and other damage, provide leadership and training in fire prevention and suppression, respond to HazMat incidents,

lead search and rescue, assist in mobile medical aid and ambulance transport, and provide light rescue of trapped or injured persons.

7. Health and Medical (Annex G)

Emergency medical responsibilities and coordinating rescue operations include providing emergency medical care and treatment for the ill and injured, coordinating evacuation of health care patients, and managing medical resources, both personnel and equipment/supplies. This may be assigned to a Medical Coordinator. Public health responsibility has been assigned to a Public Health Coordinator. These responsibilities include the safeguarding of public health, minimizing the incidence of communicable disease, coordinating mental health care/crisis counseling, establishing environmental controls, and coordinating burial.

8. Law Enforcement (Annex H)

The SCOTT'S BLUFF County Sheriff, the Police Departments of the incorporated communities, and the Nebraska State Patrol are responsible for law enforcement, traffic control and security functions within their respective jurisdictions. Their responsibilities include maintaining law and order through traffic and crowd control, preventing crimes against people and property, securing the scene of a HazMat incident, coordinating evacuation, managing search operations, and providing security.

9. Mass Care (Annex I)

The jurisdiction is responsible for mass care until the Red Cross can assist the jurisdiction's efforts. The American Red Cross has the responsibility for coordinating short-term mass care of citizens in case of an evacuation or disaster. Responsibilities include providing temporary lodging, food, clothing, and other essentials to large numbers of evacuees displaced due to disasters or crisis.

10. Protective Shelter (Annex J)

This function involves providing protective shelter from the direct effects of those hazards where exposure could cause injury or death and when evacuation is not a viable option. Examples range from tornadoes, hazardous materials spills, and radioactive fallout from a nuclear attack to temperature extremes. The Emergency Management Director, with the assistance of City and Village Liaisons, will serve as Shelter Coordinator and be responsible for identifying appropriate shelters, establishing protective shelter procedures and coordinating shelter operations.

11. Public Works/Utilities (Annex K)

The Public Works/Utilities functional area involves providing a flexible emergency response capability in the area of engineering, construction, and the repair and restoration of public facilities and services. Additional responsibilities include developing and directing debris clearance operations, post-disaster safety inspections, heavy rescue, and for providing traffic control equipment in support of an evacuation. Responsibility for the Public Works/Utilities area has been assigned to the public works and/or roads departments within each respective jurisdictions.

12. Resource Management (Annex L)

The coordination and effective procurement, storage, distribution and utilization of personnel, equipment, supplies, facilities, and services during disaster response and recovery are important functions. Responsibility for this has been assigned to the Region 22 Emergency Management Director and the USDA County Emergency Board (CEB). Volunteer labor and donations of money and material must be coordinated, documented and integrated into the response and recovery efforts.

- G. Under the Region 22 Emergency Management Agreement, Scotts Bluff County has a mutual aid support responsibility to assist, as possible, Banner County should they experience a major emergency or disaster.
- H. The Memoranda of Understanding (MOU) agreement that NEMA has with the MOU cities based on State Statute 81-829.52 allows the Adjutant General, upon orders of the Governor, to establish, "such number of state emergency response teams as may be necessary". The Statute allows for payment to the jurisdictions, workman's compensation and liability coverage for members of an established team.
 - 1. Each of the MOU fire departments signed an agreement to act as a team in the event they are needed, in return for grant money to purchase equipment, to train and exercise disaster plans.
 - 2. Each department received a letter signed by the Adjutant General naming a team leader, who is responsible to keep records for any of their staff who are called under the statute.
 - 3. State emergency response teams are under the direction of the Adjutant General, and assigned duties through the State Emergency Operations Center (NEMA).

VI. CONCEPT of OPERATIONS

A. General

It is the responsibility of the elected county officials and officials of each local government to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions for various agencies/organizations involved in emergency management will generally parallel their normal functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Those departments, personnel efforts will be redirected to accomplish the emergency tasks assigned. In keeping with the National Incident Management System (NIMS) and the concepts embodied in the Integrated Emergency Management System (IEMS), this Plan is concerned with all types of emergency situations.

B. Continuity of Government

1. Succession of Command (Ref: RRS 84-1101 to 84-1117 - Nebraska Emergency Succession Act):

- a. The lines of succession for executive heads of government and Emergency Management officials in SCOTT'S BLUFF County are defined in Annex A, Direction and Control.
- b. The line of succession of each department head is according to the operating procedures established by each department or as defined in the appropriate Annex to this Plan.
- c. In a civil defense emergency due to threat or occurrence of a nuclear attack, succession to elected and appointed city or county officials will be as provided in the Nebraska General Emergency Succession Act (RRS 84-1101 to 84-1117) by invoking the Act and appointing alternates.

2. Preservation of Records

The preservation of important records and taking measures to ensure continued operation and reconstitution of local government during and after catastrophic disasters or national security emergencies is the responsibility of the executives of each jurisdiction. Normally, the development and maintenance of procedures for ensuring continuity of government will be carried out for the County by the County Clerk, for the cities by the City Clerk, and for other local jurisdictions by the respective city and village clerks. A system to maintain the most recent revisions,

additions, to safeguard essential records, and to recover them should the primary storage be damaged should be in place. Records to be preserved will include as a minimum:

- a. Records protecting the rights and interests of the jurisdiction and its citizens (vital statistics, plats, deeds, mortgage, land and tax, papers of incorporation, school records etc.).
- b. Records required by health, fire, law enforcement and public works to conduct emergency operations (utility maps, emergency plans and procedures, personnel lists, construction records, blueprints, etc.) and help assess damage to public infrastructure.
- c. Records required to re-establish normal government functions and to protect the rights and interests of government (constitutions, charters, statutes, ordinances, court records, financial records, historical records, etc.).

3. Alternate Operating Locations

Those government departments having emergency response functions have, where necessary, identified alternate operating locations. Refer to Annex A for specific information.

4. Protection of Government Resources

Procedures and guidelines are established in this Plan and separately, to provide for the physical safety of government personnel, records, and equipment.

- a. Personnel: All government buildings should have tornado protection, bomb and hostage threat, fire escape and evacuation plans which designate appropriate response actions, assembly areas, protective shelter locations including means of exiting, accountability systems and accommodations and provisions for handicapped persons.
- b. Records: Essential county government records are stored in vaults assigned to each elected official. All court records are microfilmed or electronically duplicated with one copy stored in a vault in the respective building and one copy sent to the state. City/Village records have been microfilmed or electronically duplicated and are stored in their respective clerk offices.
- c. Equipment: No specific high probability hazard has been identified that could cause damage to equipment. Tornadoes could strike anywhere precluding specific equipment protection procedures. The communications capability of various emergency response

departments have been duplicated in the EOC providing a backup capability.

C. Direction and Control Relationships

1. During disaster operations, the Executive Group of the affected jurisdiction will establish coordination, leadership, and managerial decisions for the community emergency response. The Chairman of the Scotts Bluff County Board and the Mayor of the affected jurisdiction(s) will operate from the Region 22 EOC providing overall leadership and coordination of the many emergency functions in support of the Incident Commander. The chief executives of other communities will function from their local Emergency Operating Locations or the Region 22 whichever location they so decide.
2. The Executive Group, including the Incident Commander and the Emergency Manager must maintain situational awareness of changes in the incident due to response or recovery activities. This requires continuous monitoring of all relevant sources of information, such as on-site visits, Incident Status Reports, communications from the Incident Commander, discussions with victims and reports from volunteers and their coordinators. The new data may indicate or identify new hazards or threats as a consequence of response actions or changes in the event.
3. Each office, agency or organization assigned primary or supporting responsibilities under this emergency plan must be prepared to assign a representative to the EOC staff. The EOC, working with field operations, thus becomes the central point for coordination of all disaster operations. The Region 22 Emergency Management Director is responsible for maintaining and managing the EOC as outlined in Annex A.
4. Primary communications will be through normal systems. Supporting emergency communications facilities will be coordinated from the EOC or the Scotts Bluff County Consolidated Communications Center. Communications available to the Executive Group and the EOC Staff are outlined in Annex B.

D. Phases of Emergency Management

There are four phases of emergency management. The first of these, mitigation, is a continuing effort throughout the management process. The other three phases are action periods where emergency operations defined under this Plan are carried out. Each of the functional Annexes to this Plan defines specific actions essential to each of the three operational phases. These Annexes should be thoroughly reviewed and understood by all agencies, organizations, and emergency personnel prior to implementation of the Plan. The four emergency management phases are:

1. Mitigation

Mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. Also included are long-term activities designed to minimize the adverse effects of unavoidable hazards. These activities are ongoing throughout the emergency management process and can involve legislative and/or physical actions. Examples are flood plain management, non-structural flood mitigation measures, development of building codes and ordinances requiring protective measures such as mobile home tie-downs or installation of back up emergency generators for critical facilities. Most mitigation tasks or responsibilities are not considered appropriate for an Emergency Operations Plan and therefore are addressed only briefly in this Plan. Some mitigation activities will be addressed, if appropriate, in the various Annexes.

2. Preparedness Phase

This includes normal day-to-day readiness activities such as planning, training, and developing and testing emergency response capabilities. It would include increased readiness activities under an attack threat. Tornado, winter storm, and flood watch actions carried out when conditions are present for hazardous events to occur are also considered part of the preparedness phase. Limited staffing of the EOC may be required.

3. Response Phase

Response is the actual provision of emergency services during a crisis. These activities help to reduce casualties and damage and to speed recovery. Response activities include activation of the EOC, direction and control, warning, evacuation, rescue, and other similar operations. Severe weather warnings (tornado, flash flood, winter storm, etc.) would be included in the response phase. Damage assessment actions would be initiated.

4. Recovery Phase

Recovery is both a short-term and a long-term process. Short-term operations provide vital services to the community and provide for basic needs of the public. Damage assessment actions and emergency response services (medical, search and rescue, public utility restoration, sanitation, etc.) would continue. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of long-term recovery actions are provision of temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas.

E. Demobilization

Demobilization is the orderly, safe and efficient return of an incident resource to its original location and status. It can begin at any point of an incident, but should begin as soon as possible to facilitate the accountability and replacement of resources. The demobilization plan includes provisions for returning resources to their original location and state of readiness and notification of return to service status; the tracking of resources and possible reimbursement for their use; documentation of responder and volunteer safety, and accountability for compliance with mutual aid provisions, plans, documentation of damage costs, direct costs, volunteer contributions and mitigation plans.

F. Notification

Initial notification of an emergency or disaster event occurring within the County would normally come from a citizen's report to law enforcement or fire services in the affected area. A hazardous materials incident notification will come from a facility with Title III reporting requirements, or from the carrier; in the event of a transportation incident. Notification of events occurring outside of the County could come from several sources:

1. National Weather Service (NWS)

Weather phenomena threatening the County would normally be received from the Cheyenne National Weather Service Station via the NAWAS distribution system followed by Weather Alert Radio.

2. Nebraska State Patrol (NSP)

Notification of hazardous events occurring near or in the County could come from the Nebraska State Patrol via direct radio communications or telephone. See Annex B for communications details.

3. Nebraska Emergency Management Agency (NEMA)

Back-up notification of all severe events and long-range forecasts of potential disaster situations, such as flood stage predictions could come from the Nebraska Emergency Management Agency in Lincoln. Telephone or e-mail are the normal means; although the NAWAS could also be used.

4. Adjacent Counties

Notification of emergency or disaster events occurring in nearby or adjacent counties would normally be relayed by the affected county using direct radio communications.

G. Alerting of Key People

In accordance with local procedures, the communicator/dispatcher on duty will notify the appropriate city/village and county officials when there is a notification of a possible or actual emergency or disaster event. If the EOC is activated, officials will, as required by the situation, assemble at the EOC and be prepared to evaluate information, effect coordination, and make emergency action decisions.

H. Plan Implementation

The Chief Elected Official of the affected jurisdiction, on the advice of emergency response personnel, will decide to implement all or part of this plan. A Presidential Declaration of a Civil Defense Emergency shall mean automatic implementation of this Plan. On implementation, local executives will assume such emergency powers as are authorized by local ordinances or contained in the Nebraska Emergency Management Statutes and delegated by the Governor. The Chair of the County Board of Commissioners and/or the city Mayors/Chairs of the Village Boards of the affected communities will be responsible for the implementation, management and direction of this Plan. The Chief Elected Official will support the Incident Commander in the execution of tactical operations as prioritized by the Executive Board:

1. All county and city/village officials will immediately activate their portions of the Plan and discontinue all non-essential actions. If a portion of the

Plan cannot be activated, the appropriate Chief Executive will be immediately notified so alternate arrangements can be made.

2. The Region 22 Emergency Management Director will coordinate disaster operations support for emergency response services and make contact with the Nebraska Emergency Management Agency and other appropriate state and local organizations.
 3. Depending on the situation, disaster declarations in accordance with RRS 81-829.50 will be made by the chief executives of SCOTTS BLUFF County and the affected communities. The effect of a local disaster declaration shall activate the response and recovery aspects of this Plan, any other interjurisdictional disaster plans and to authorize the furnishing of aid and assistance from these plans. A local disaster declaration is a prerequisite for obtaining a state disaster proclamation from the Governor authorizing state assistance and response support.
- I. National Incident Management System (NIMS) and the Incident Command System (ICS).
1. The NIMS is an emergency or disaster event management, direction and control system that is standardized for use across the nation. April, 2004, the Governor of Nebraska signed a declaration stating that the NIMS and the Incident Command System will be used by responders and officials during an emergency or disaster response. This management system clarifies decision and strategy making roles, functional operations roles and uses a common language. This incident management system can be used by a single responder for a short duration event to multi-state and governments response to a catastrophic, multi-state event. The Incident Command System allows the responder(s) to have:
 - a. a single set of objectives for a given time period,
 - b. tactical plans developed using a collective, strategic approach,
 - c. improved information flow and coordination between responders and decision makers,
 - d. a common understanding of joint priorities and restrictions,
 - e. assurance that no agency's legal authority is compromised or neglected, and
 - f. use of resources and the combined efforts of all agencies under a single plan.

2. There are five functions or activities common to all responses, whether handled by one or hundreds of responders:
 - a. Command: Based on the complexity, severity, expected duration and other factors of the event, objectives are determined, priorities are established, guidance on legal and liability implications of response activation are provided, public information is released.
 - b. Planning: An Incident Action Plan is developed to accomplish the objectives, incoming information is evaluated, the status of assigned resources, personnel, hardware, equipment, money is tracked.
 - c. Logistics: Resources and all other support to the responders, such as equipment, food, temporary shelter, medical care, etc. are provided to operation tasks.
 - d. Finances: Costs are monitored, cost analysis and financial guidance is provided, accounting, procurement of personnel, equipment, material, payroll, insurance, etc. is completed.
 - e. Operations: The tactical or organizational plans are developed, and the incident action plan is efficiently and effectively carried out using the resources provided.
3. NIMS training that details the above, is available from many sources, many of which are referenced on the NEMA website: nema.nebraska.gov.

J. Mutual Aid

When existing local resources are exceeded, mutual aid will be requested from neighboring communities having mutual aid agreements. On request, SCOTTS BLUFF County resources may be sent to assist other jurisdictions under existing mutual aid agreements.

K. Requests for State Support

State support may be requested under disaster conditions.

1. If it appears that required disaster response actions are, or will be, beyond the capability of the local government and available mutual aid, the chief executive will prepare a local disaster declaration and request assistance from the State; see Annex A, Attachment 4. This request shall be made through the County Emergency Management Director to the Nebraska Emergency Management Agency and will contain the following information:

- a. Type of disaster,
 - b. Extent of damage or loss (include fiscal estimate),
 - c. Actions taken by local government, including funds expended, and
 - d. Type and extent of assistance required.
2. The Nebraska Emergency Management Agency will review the request, evaluate the overall disaster situation, and recommend action to the Governor. If the Governor finds the disaster so severe that response is beyond local resources, he/she will proclaim a disaster in accordance with RRS 81-829.40 and state assets will be employed to support local efforts. State support will be coordinated through the State EOC. This does not preclude direct requests for early assistance to first responder state agencies.
 3. Under disaster conditions, support by state military forces may be requested through the Nebraska Emergency Management Agency. The Region 22 Emergency Manager will coordinate such requests. National Guard or military assistance will complement and not be a substitute for local participation in emergency operations. The National Guard will remain at all times under military command but will support and assist local government. Requests will include the county's objectives, priorities, and other information necessary for the National Guard to determine how best to assist the county.

L. Protection of the Public

The primary responsibility of government is to ensure that all reasonable measures are taken to protect citizens in the event of a potential or actual disaster. This Plan outlines these actions necessary in SCOTT'S BLUFF County. In addition to normal emergency services, there are four major areas for government action.

1. Warning and Emergency Public Information: Public warnings are issued through a combination of methods. These methods include sirens (outdoor warning), emergency vehicles, radio, television, and local cable television. Advising the public of proper actions to take utilizes the media and is dependent on their full cooperation. Details of warning and information dissemination capabilities and procedures, including the Emergency Alert System (EAS), are in Annex B, Communications and Warning and in Annex D, Emergency Public Information.
2. Protective Shelter: Providing shelter from the direct effects of hazards in the County focuses on three major hazards, tornadoes, extreme temperatures and hazardous materials.

- a. Tornado Shelters: The tornado shelter policy advises citizens at home to protect themselves in the strongest part of their living facility. Most public facilities have been surveyed to identify the best protective locations. All schools, health care facilities, and major industries have tornado plans. See Annex J.
 - b. Severe Temperature Shelters: Extremes in temperatures can be hazardous to medically fragile people. The local jurisdiction may provide for the safety and welfare of these individuals by opening warming or cooling shelter.
 - c. Indoor Protection: For some hazardous materials incidents it is safer to keep citizens inside with doors and windows closed rather than evacuate. Frequently a chemical plume will quickly move past homes. Because air circulation systems can easily transport airborne toxic substances, instructions will be given to shut off all circulation systems for private homes and institutional facilities.
3. Evacuation: When time permits or when staying in the vicinity of a hazard effect poses a threat to the life and safety of the citizens affected, an evacuation may be ordered. Approximately ten percent (10%) of the population resides in the 100-year flood plain boundary. Toxic clouds resulting from a fire or hazardous material spill could affect any area within the county. Evacuation decisions will be made by the Incident Commander or, if time permits, the Chief Elected Official, based on the recommendation of the Emergency Management Director. Evacuation procedures are outlined in Annex E, and in Annex H. Reception and care of evacuees are detailed in Annex I.

M. Recovery Actions

Once the emergency or disaster is under control, search and rescue operations completed, and the immediate needs of the affected citizens have been met, the Executive Group will initiate all recovery actions necessary to return the affected area to normal. If disaster assistance is provided, the chief executive will coordinate with the State and/or Federal coordinating officers. Recovery responsibilities of each agency and organization are defined in the various Annexes. Primary recovery efforts will focus on the following areas:

1. Debris Removal (Annexes C and K)

Plans and procedures for debris removal are in Annexes C and K. Debris removal will be coordinated in the county by the County Roads and Bridge Superintendent, and in the cities and villages by the Street or Public Works Departments. Snow and ice emergencies will be declared

by the chief executive and enforced by the County Sheriff and local law enforcement.

2. Habitability Inspections (Annex C)

After tornado strikes, high winds, floods or any other disaster that could cause structural damage, the appropriate local government will ensure that all affected structures, public and private, are safety inspected. Fire Departments, Public Works Departments, or Building and Zoning Departments will perform these inspections. If a jurisdiction has no trained building inspection personnel, assistance may be requested through NEMA for the State Fire Marshal's office or the Disaster Assistance Task Force of Nebraska (DATNE) to provide trained building inspectors, architects and structural engineers to assess and inspect damaged buildings and structures.

3. Repair and Restoration of Essential Utilities (Annex K)

The recovery of utilities to normal service will be coordinated in the county by the Public Works, Utilities Coordinator, and in the cities and villages by the Utilities Superintendents in cooperation with the various public and private utility companies.

4. Repair and Restoration of Public Facilities (Annex K)

Repair and reconstruction of public facilities, including bridges and culverts, are the responsibility of local government and will generally be funded from locally available contingency funds. If the Governor proclaims a state disaster, some costs may be reimbursable under the Governor's Emergency Fund on a matching basis. If a Presidential Disaster Declaration is obtained, matching federal assistance may be available. Because of this, all public recovery actions will comply with pertinent state and federal laws and regulations.

5. Decontamination of HazMat Spill Site (Annex F)

It is the spiller's legal and financial responsibility to clean up and minimize the risk to the public and workers' health. The Department of Environmental Quality is responsible for decisions regarding Hazardous Waste disposal. Federal law regulates on-site disposal, transportation, and off-site disposal.

6. Assistance to Individuals and Businesses (Annex G)

While their recovery from a disaster is primarily the responsibility of the affected citizens and businesses, every effort will be made to assist them, particularly those whose needs cannot be met through insurance or their own resources. The American Red Cross and the Nebraska

Department of Health and Human Services will coordinate such relief efforts. Emphasis will be placed on assisting and supporting people with access and functional needs.

N. Mitigation

1. The County Board and the various City Councils and Village Boards should be aware of their responsibilities for maintaining an on-going program to eliminate hazards or minimize their effects.
2. SCOTT'S BLUFF County and its communities in flood hazard areas have complied with all requirements and are participants in the Regular Federal Flood Plain Management Program. These jurisdictions qualify for Federal Flood Insurance and other forms of flood related disaster assistance. The remaining jurisdictions are not considered to be in a flood hazard area.
3. To ensure continuity of mitigation efforts, SCOTT'S BLUFF County executives will hold post-disaster discussions (After Action Reports) to determine what mitigation actions would be appropriate.

VII. ADMINISTRATION and LOGISTICS

A. Procedures

Some administrative procedures may be suspended, relaxed, or made optional under threat of disaster. Such action should be carefully considered, and the consequences should be projected realistically. Procedures to achieve this goal are detailed in this Plan, and any necessary departures from business-as-usual methods are noted.

B. Documentation

All disaster related expenditures will be documented using generally accepted accounting procedures. The documentation will be used following a Governor's Proclamation or Presidential Disaster Declaration to qualify for reimbursement of eligible expenditures and to ensure compliance with applicable regulations.

C. Resources

Following initial lifesaving activities, the Chair of the County Board of Commissioners and the Chief Executives of the cities and villages will ensure that all necessary supplies and resources are procured for the various operating departments. After a Disaster Declaration has been issued, the Chief Executive may, without prior approval of the governing body, rent, lease, procure or contract for such resources or services as are essential for maintaining the safety and well being of the population and effecting the

immediate restoration of vital services. Refer to Annex L for resource management procedures.

VIII. TRAINING and EXERCISING

A. Training

1. Specialized training requirements are defined in the functional Annexes. Each department, agency or organization with responsibilities under this Plan is responsible for ensuring that its personnel are adequately trained and capable of carrying out their required tasks.
2. The Region 22 Emergency Management Director will assess training needs, ensure that formal emergency management training programs are made available to city and county executives and personnel, and, in general, coordinate the overall training program which includes interagency, interjurisdictional and regional programs.
3. Elected and appointed officials should participate in the training and exercise program to further develop and maintain the necessary policies and procedures for their jurisdictions and the roles and responsibilities of their staffs, emergency managers, responders, support agencies and the public as a whole.
4. The Emergency Manager will involve, to the extent possible, the private business sector and relief organizations in the planning, training and exercise program.
5. The training program will be consistent with the Homeland Security Exercise Plan requirements. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercises

An ongoing program of exercises and drills of the elements of this Plan is essential to the maintenance of the County's emergency response capability and for ensuring the adequacy of this County Plan. It is the Region 22 Emergency Management Director's responsibility for training an Exercise Design Team which will coordinate the overall exercise program. An exercise of the "Direction and Control" aspects of this Plan should be conducted annually. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

IX. PLAN DEVELOPMENT and MAINTENANCE

A. Responsibility

This Plan is the principal source of documentation of the County's emergency management activities. Almost every agency of government has responsibility for developing and maintaining some part of this Plan. Overall, the Region 22 Emergency Management Director will coordinate this process. The planning process is dynamic and always changing and as situations change, new hazards are identified, or capabilities improve, the Plan should also change. The Chief Executives will approve all major changes involving emergency management. The Region 22 Emergency Management Director may approve routine changes such as corrections, clarifications, staffing rosters, maps, annotations, and reporting requirements.

1. It is the responsibility of the local Emergency Management Agency to conduct an After Action Review (AAR) for each EOC activation due to an incident or exercise. This AAR should include input from all agencies, including local governments and affected private sector organizations, in the event/exercise response and initial recovery efforts. The purpose of each AAR is to identify policies, procedures, strengths and capability gaps, mitigation activities and the communications and coordination between and among the involved agencies/organizations. Recommended and implemented changes of EMA policy/procedures, agencies' or officials' roles and responsibilities should be documented in an update to this Plan. DHS grant sponsored exercises must meet all Homeland Security Exercise and Evaluation Program reporting requirements and timelines. Likewise, all exercises using DHS planning funds must be recorded on the state's five-year planning calendar.

Correcting or addressing the identified needs for additional training, changes in tactical procedures (revised SOPs), lack of specialized teams or resources is the responsibility of the individual organizations/agencies. The EMA will be a local point of contact for obtaining information and/or coordination of such training, policy development, for information about obtaining additional resources (available grants or other funding sources) or assistance in developing improved incident management strategies.

2. Each agency, department or organization with responsibilities under this Plan will develop and maintain written procedures for carrying out their assigned tasks. Those local, jurisdictional standard operating procedures (SOPs) will be considered as supplements to this Plan.

B. Review

This Plan and all Annexes and procedures will be updated as the need for a change becomes apparent. Additionally, all portions of the Plan, including operating procedures will be thoroughly reviewed annually and appropriate changes made. Currently, every five (5) years from the date of acceptance of this plan by the County, the LEOP will be revised to reflect major changes as directed by the state or federal governments as required to maintain compliance, as well changes in the county's adopted hazard mitigation plan. The County Emergency Management Director will ensure that this review process is carried out on a timely basis.

C. Recertification

Provisions will be made for periodic recertification of this Plan by the governing bodies of Scotts Bluff County and the cities and villages in Scotts Bluff County. This would normally occur after any significant change in elected officials. The Emergency Management Director will ensure that this is accomplished.

D. Distribution

The Region 22 Emergency Management Director will ensure that this Plan and all formal changes are distributed on the local level in accordance with the Plan Distribution List. The Nebraska Emergency Management Agency will be responsible for distribution to other counties, organizations, state agencies, and the federal government. Plans and changes will be distributed with a control copy number and a distribution log will be maintained by the County Emergency Management Agency and by the Nebraska Emergency Management Agency to ensure that all individuals, agencies, and organizations have received current copies of the Plan.

X. REFERENCES

- A. Nebraska State Emergency Operations Plan (SEOP), dated 2 February, 2009, Change 3 – February 2012;
- B. Nebraska State Emergency Alert System Operational Plan, July 2012, as revised;
- C. 2016 North American Emergency Response Guidebook;
- D. Hazardous Materials Emergency Planning Guide, NRT-1, March 1987, updated 2001;

- E. Nebraska State Radiological Emergency Response Plan for Nuclear Power Station Incidents, April 2010, Change 2, April 30, 2013.
- F. Warning and Information Plan for Grayrocks Dam revised March 15, 2010.
- G. Bureau of Reclamation Emergency Action Plans for Glendo, Guernsey, Lake Minatare, and Lake Alice Dams.

LIST of ATTACHMENTS

<u>Attachments#</u>	<u>Item</u>	<u>Page</u>
1	Functional Responsibility Charts	31

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FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

Executive Group

ANNEXES → FUNCTIONS → POSITIONS or AGENCIES, Others ↓		A	B	C	D	E	F	G	H	I	J	K	L	
	Continuity of Government	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
Chair, Scotts Bluff County Board	S	P		S									S	
Mayors of Gering, Scottsbluff, Minatare, Mitchell and Terrytown	P	P		S									S	
City Council Members	S	S												
Chair, Village Boards of Henry, Lyman, McGrew, Melbeta and Morrill	P	P		S									S	
Village Board Members	S	S												

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2020

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

Emergency Management Organizations

ANNEXES →		A	B	C	D	E	F	G	H	I	J	K	L		
FUNCTIONS →	POSITIONS or AGENCIES, Others ↓	Continuity of Government	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
		Region 22 Emergency Mgmt. Coordinator	S	S	S	S	S	P	S	S	S	S	S	S	S
Community Emergency Management Liaisons of All Cities and Villages	S	S	S	S	S	P	S	S	S	S	S	S	S	S	P
Public Information Officer		S			P										S
Communications and Warning Officer		S	P	S	S										S
Radiological Officer		S		S			S	S							S
Medical Coordinator - Valley Ambulance								P		S	S				S
Scotts Bluff County Public Health Director				S				P		S	S				S
Damage Assessment Coordinator				P								S	S		
Veternarian - LEDRS		S	S	S	S			S							

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2020

BASIC
Attachment 1

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

County Officials

	ANNEXES →													
		A	B	C	D	E	F	G	H	I	J	K	L	
	FUNCTIONS →													
	Continuity of Government	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
Scotts Bluff County Sheriff			S	S		S			P					S
County Attorney - Coroner	S	S						S						
County Assessor	S			S									S	S
County Clerk	P												S	S
County Treasurer	S												S	
Superintendent of Schools						S		S		S	S			
County Road and Bridge - Flood Control Superintendent			S	S		S					S	P	S	S
Extension Educator				P	S								S	
County Emergency Board (CEB) USDA				P						S			S	
Building Inspector				P								S		
County Engineer				S								P	S	

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2020

BASIC Attachment 1

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

City Officials

ANNEXES →		A	B	C	D	E	F	G	H	I	J	K	L		
FUNCTIONS →		A	B	C	D	E	F	G	H	I	J	K	L		
POSITIONS or AGENCIES, Others ↓		A	B	C	D	E	F	G	H	I	J	K	L		
		Continuity of Government	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
	Police Chiefs - Cities and Villages		S	S		S			P						S
	Fire Chiefs - Cities, Villages, Rural		S	S			P	S	S						S
34	City/Village Attorney - Cities and Villages	S	S			S									
	City/Village Clerk - Cities and Villages	S													
	Director of Public Works - Cities and Villages		S		S		S					P	S	S	S
	Utilities				S							P	S	S	S
	City Engineering Depts				S						S	S	S	S	
	Parks and Recreation Directors				S							S	S	S	
	Street Commissioner				S		S					S	S	S	
	Health Department Director								S		S				
	Superintendent of Schools						S				S	S		S	
	2020														

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

Other Organizations & Agencies

ANNEXES →	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
FUNCTIONS →	Continuity of Government	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance	S	S
POSITIONS or AGENCIES, Others ↓																
American Red Cross			S				S		P				S			
State Fire Marshal			S						P		S	S	S			
Nebraska State Patrol						S			P							
Area Office, NE Health & Human Services								P		S						S
Scotts Bluff County Mutual Aid Association				S					P	S						
Tri City Amateur Radio Club			S	S						S	S					
ALLO Telephone Co.			S	S								S				
Century Link Telephone Co.			S	S								S				
Action Communications			S	S								S				
Black Hills Energy				S									S			
Area Power Districts - NPPD, Chimney Rock PPD, Roosevelt PPD, WAPA				S									S			

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2020

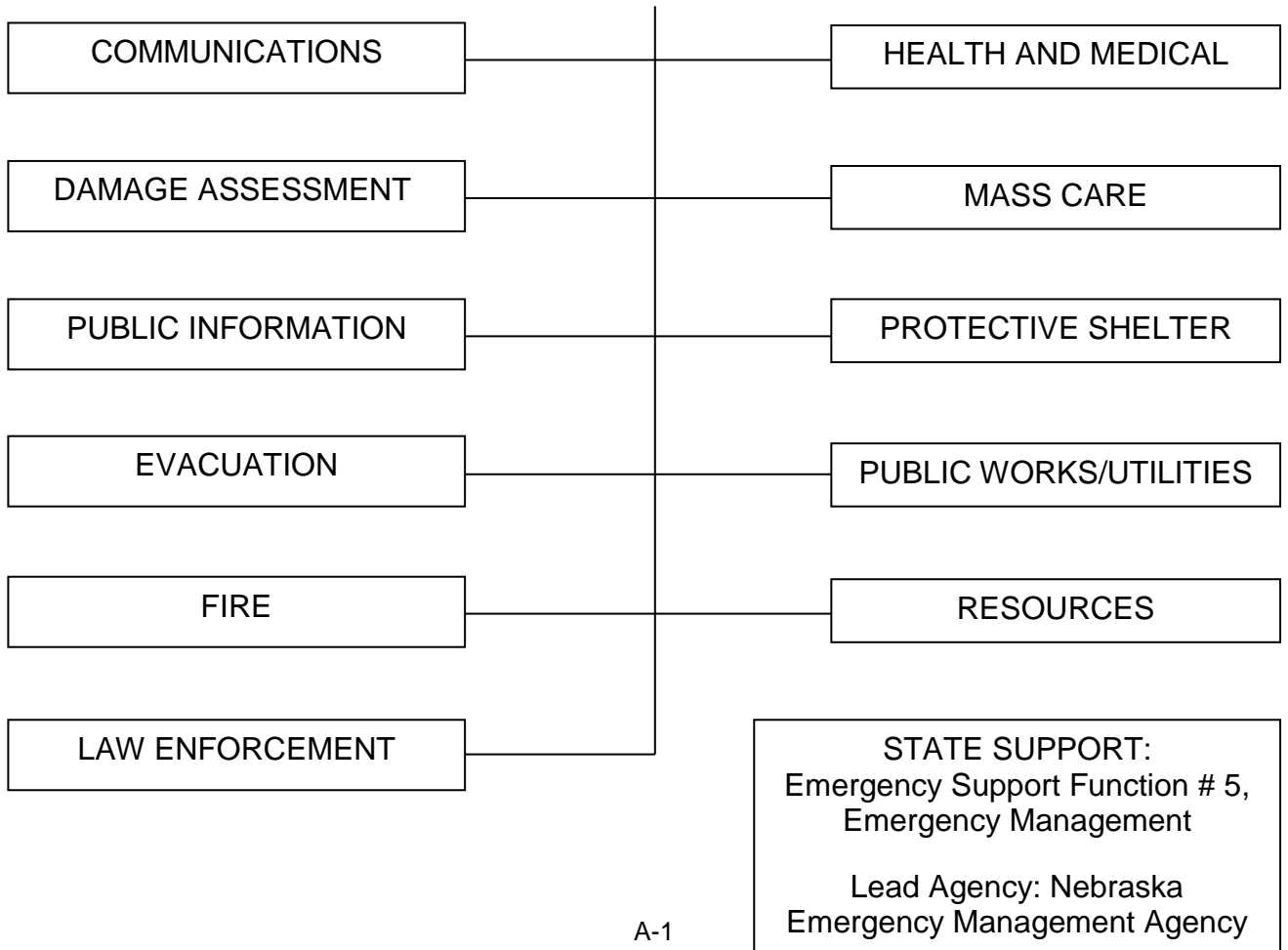
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DIRECTION and CONTROL

ORGANIZATION CHART



----- **FUNCTIONAL AREAS** -----



A-1

2020

DIRECTION AND CONTROL

I. PURPOSE

The purpose of this Annex is to provide procedures for centralized and coordinated management and support of emergency response activities in order to best protect the residents and property in SCOTTS BLUFF County.

II. SITUATION

A. The Region 22 Emergency Operating Center (EOC) is located at the Scottsbluff Public Safety Building, 1801 Avenue B in Scottsbluff, Nebraska.

1. The EOC is considered to be an adequate tornado shelter with 10" thick walls and a Fujita Scale F-3 rated roof. The EOC has 1,045 square feet of operating space. There is adequate room for any reasonable level of staffing. Maximum staffing is 67 persons.
2. Adequate auxiliary power is provided by a 300 kW diesel generator fueled from an above-ground 300-gallon tank. This will adequately power the EOC's Communications Room, the EOC, and the Scottsbluff Public Safety Building's emergency lighting for 72 hours without refueling..
3. The EOC is equipped with a NAWAS (National Warning and Attack System) drop and installed radio capability to communicate with law enforcement, fire/EMS departments, and amateur radio. Five (5) dedicated telephone lines are operational with fifty (50) additional telephone lines available. Offices surrounding the EOC that have dedicated lines and telephone numbers assigned to them can also be used during EOC activation. Internet and video systems are operational.
4. The EOC is maintained in a fully operational mode. Access to the EOC can be controlled.

B. Alternate Emergency Operating Center

In the event the primary EOC is damaged or otherwise unavailable, the City of Scottsbluff City Hall alternate EOC at 2525 Circle Drive in Scottsbluff will be used. The former EOC at 1825 10th Street in Gering is a third alternative for an EOC. In the event all three EOCs cannot be used, the Region 22 EMA Mobile Command Vehicle will function as the alternate EOC until a facility has been readied for this function. The location selected will be determined at the time, dependent on the situation.

C. Emergency Operating Centers for other jurisdictions are the:

1. Scottsbluff – Region 22 EOC located at Scottsbluff Public Safety Building
2. Gering – EOC located at Gering City Hall
3. Henry – EOC located at Henry Village Hall
4. Lyman – EOC located at Lyman Village Hall
5. McGrew – EOC located at McGrew Village Hall
6. Melbeta – EOC located at Melbeta Village Hall
7. Minatare – EOC is located at Minatare City Hall
8. Mitchell – EOC located at Mitchell City Hall
9. Morrill – EOC located at Morrill Village Hall
10. Terrytown – EOC located at Terrytown City Hall

D. The Region 22 EMA Mobile Command Vehicle could support the above EOCs.

E. First Responders will use an Incident Command System which is in accordance with HSPD-5, the National Incident Management System. The nature or kind of disaster will determine which of the first responding emergency units will provide the initial Incident Commander. The Incident Command may be transferred to another agency as disaster priorities change. When the EOC is activated, field operations and the EOC must coordinate disaster operations for effective response and recovery.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The Emergency Operations Centers would be available and prepared for emergency operations in a minimal amount of time.
- B. Local Chief Executives will normally function from their EOC or be on call during EOC operations.

IV. ORGANIZATION and RESPONSIBILITIES

- A. The Emergency Operation Center Staff, comprised of the Chief Executives of government, key officials, and the Emergency Manager administer the Direction and Control function. The Executive Group is comprised of these Chief Executives within Scotts Bluff County. They are:
 1. County - Chairperson, Board of Commissioners,

2. Cities - Mayors,
 3. Villages - Chairpersons of Village Boards.
- B. The Chief Executives of government are responsible for their respective village, city, or county emergency operations by providing leadership, direction and management decisions. Specifically, strategic guidance and resources during the preparedness phase and in an event provides the same in support of the Incident Commander during response and recovery efforts.
- C. The Chairman of the Scotts Bluff County Board of Commissioners is responsible for all county emergency operations outside of corporate city or village limits.
- D. Staff, as designated in each functional Annex, are appointed or approved by the Chief Executives and become responsible for carrying out emergency operations and advising the Executive Group on matters pertaining to their areas of responsibilities. See Attachments 1 and 2.
- E. EOC supporting staff are personnel from those offices, both governmental, non-governmental and private, which do not have a primary operational responsibility but have the knowledge and professional expertise to assess a situation and provide advice and/or make recommendations to the Executive Group. The involvement of an office (or offices) will be dependent upon a number of variables, such as:
1. Geographical location of disaster,
 2. Magnitude of disaster,
 3. Type of advice/recommendation needed upon which to base executive decisions,
 4. Capability of affected community to provide "expert" assessments and evaluations.
- F. The Emergency Management Director's Direction and Control responsibilities during an emergency/disaster may include, but are not limited to:
1. Serving as the disaster operations advisor to the Executive Group,
 2. Acting as the liaison to neighboring and higher levels of government, as required,
 3. Planning, developing and implementing the EOC operating procedures,

4. Assisting in staffing the EOC by organizing, recruiting, and training an Emergency Management EOC Staff which would support all jurisdictions in areas not normally a function of day-to-day government,
5. Managing the operations of the EOC,
6. Coordinating the implementation of mitigation efforts.

G. Lines of Succession:

1. County Board of Supervisors/Commissioners:

- a. Chairperson,
- b. Vice Chairperson,
- c. Most senior member through members of the Board in order of their seniority on the Board.

2. City Government:

- a. Mayor,
- b. President of City Council,
- c. Acting President of the Council, as designated by the City Council (in an emergency session, if necessary).

3. Village Government:

- a. Chairperson of Village Board,
- b. Most senior member of the board in order of seniority.

4. EOC Staff: as defined in each Annex to this Plan:

5. Region 22 Emergency Management:

- a. Region 22 Emergency Management Director,
- b. Deputy Emergency Management Director, if appointed
- c. Emergency Management Liaison of the affected jurisdiction,
- d. Scotts Bluff County Communications Director

V. CONCEPT of OPERATIONS

A. Activation of the Emergency Operating Center (EOC)

1. 1. The Chairman of the County Board, the Mayors of Scottsbluff, Gering, Minatare, Mitchell and Terrytown, Board Chairs of the Villages of Henry, Lyman, McGrew, Melbeta, and Morrill and the Region 22 Emergency Management Director have the authority to activate the Region 22 Emergency Operating Center (EOC). First responders may request that the EOC be activated, as a situation warrants.
2. Activation is a consideration when there is a threat to the population that would require coordination between response agencies. All emergency support services will maintain a current notification roster to ensure a timely response.
3. The decision to activate the Emergency Operations Center will be based upon the severity, expected duration, need for multiple agency coordination and anticipated resources required for the emergency. The Emergency Manager will determine the level of staffing required and initiate the notification or recall procedures for the appropriate personnel, agencies, and organizations to respond.
4. Immediate requests for assistance from agencies and organizations from the local Emergency Management will be channeled through the Scotts Bluff County Consolidated Communications Center.
5. The Incident Commander (IC) will establish an Incident Command Post. The IC will maintain close contact and coordination with the EOC.
6. The Emergency Management Director (EM) will notify the Nebraska Emergency Management Agency, (1-877-297-2368), when there is an emergency or disaster that includes multi-agency response and is beyond the normal day-to-day response activities.
7. The EOC may operate on a 24-hour basis during the emergency; shifts will be determined in eight or 12-hour increments. A member of the Executive Group will be present or on call during EOC operating hours.

B. Incident Status Report (ISR)

1. The Incident Status Report (Attachment 3) is used to report as much information as is known at the time. The information in bold letters is of immediate importance. The Emergency Management Director will report more information as it becomes available and at least once a day for the remainder of the incident. The Incident Status Report is also used to measure the scope of damage caused during a disaster and will be the

starting point from which all future state or federal damage assessments will be conducted.

2. The ISR is used as supporting documentation to justify a local disaster declaration.

C. EOC Operations

1. During disaster operations, the following may operate from the EOC; other officials may operate from their daily locations as defined in the functional Annexes:
 - a. Executive Group (at the EOC or on call),
 - b. Emergency Management Director,
 - c. Communications Officer,
 - d. Damage Assessment Coordinator,
 - e. Public Information Officer,
 - f. Medical Coordinator and/or Public Health Coordinator,
 - g. Mass Care Coordinator,
 - h. Resources Coordinator (may include Volunteer Coordinator),
 - i. Social Services Coordinator,
 - j. Radiological Officer (radiological emergency),
 - k. LEPC Chair or representative,
 - l. Veterinarian representative,
 - m. Rumor control.
2. Record keeping procedures in the EOC need to include:
 - a. All radio communications at the EOC logged by the agency/organization receiving/transmitting the message.
 - b. A detailed activity log of EOC operations maintained by the Emergency Management Director using local government administrative support, to include the copies of the Site Incident

Commander's Incident Action Plans, the Disaster Declarations, Incident Status Reports, lists of volunteer aid and financial records.

- c. The Emergency Management Director or Communications Officer oversees all logs and the message/information flow system.
3. Periodic briefings at the EOC to update all personnel will be held, as the situation dictates.
4. The EOC contains updated maps of Scotts Bluff County and its cities and villages as well as status boards required for tracking significant events/actions.
5. EOC security is provided by the Scottsbluff Police Department.

D. EOC Coordination

1. Specific operations are detailed in the Annexes to this Plan. These disaster operations shall be performed in accordance with federal and state law and Scotts Bluff county resolutions which cover mutual aid, emergency expenditures, emergency worker's liability, Worker's Compensation, etc. The Executive Group will make necessary policy decisions in accordance with state and local laws.
2. To provide for the most efficient management of resources, coordination of emergency operations will be through the appropriate Staff.
3. Primary communications will be through normal systems. Additional communications capabilities are outlined in Annex B.
4. Incident Command in the field and officials at the EOC must maintain contact with each other to effectively coordinate disaster operations. Development of concurrent and supportive Incident Action Plans (IAPs) strengthens this coordination and management of resources.
5. Emergency workers without standard identification cards and volunteers will be issued an identification card by Region 22 Emergency Management, which will allow them access to areas necessary to perform their assigned tasks.
6. The EOC needs to be informed when staging areas are established.

E. Local Emergency Declaration

In situations where response and recovery are within the capabilities of the local government, the Chief Executive of the jurisdiction may declare an

emergency and issue directives to activate local resources required to respond. (Example: A “Declaration of a Snow Emergency” could implement a parking ban on designated streets and activate the snow removal plan.)

1. The Chief Executive may sign a Disaster Declaration when it appears that the response and recovery efforts will exceed the normal local capabilities. See Attachment 4.
2. Within the limitations stated in RRS 81-829.50, any order or declaration declaring, continuing, or terminating a disaster will be given prompt and general publicity through the Public Information Officer (Annex D).
3. A Disaster Declaration on official letterhead will be filed promptly with the Clerk of the affected jurisdiction and with the Nebraska Emergency Management Agency. The Emergency Management Director will fax (402-471-7433) the local Declaration, then mail the hard copy original to the Nebraska Emergency Management Agency, 2433 NW 24th Street, Lincoln, NE 68524. See Sample Disaster Declaration, Attachment 4 to this Annex.
4. The effect of a local Disaster Declaration will be to:
 - a. Activate response and recovery aspects of all applicable local and/or interjurisdictional Emergency Management plans, and to
 - b. Authorize the furnishing of aid and assistance from these plans.
5. A local Disaster Declaration is not an automatic request for state assistance.

F. Request for Assistance

1. Scotts Bluff County will first implement mutual aid agreements within the County and with neighboring communities.
2. If mutual aid resources are not sufficient, the Chief Executive or Incident Commander may request assistance from the state through Region 22 Emergency Management.
 - a. A local Disaster Declaration must precede a request for State assistance (Attachment 4).
 - b. The County Board of Commissioners will make this request through the Region 22 Emergency Management Director to the Nebraska Emergency Management Agency.

- c. The Nebraska Emergency Management Agency will review the request, evaluate the overall disaster situation, and recommend action to the Governor.
3. Local response agencies may request technical assistance and resource support directly from state agencies, such as the Nebraska State Patrol, the Department of Roads, the State Fire Marshal, the Department of Environmental Quality, and the Nebraska Health and Human Services System. The Region 22 Emergency Management Director will advise the Nebraska Emergency Management Agency of these requests.

VI. ADMINISTRATIVE and LOGISTICS

A. Fiscal

1. Scotts Bluff County and its affected jurisdictions shall fund disaster related costs from local contingency funds to the fullest extent possible.
2. All disaster related expenditures must be documented using generally accepted accounting procedures. The State and Federal governments will conduct audits prior to providing reimbursements for eligible expenditures.

B. Call-Down Rosters and Review of Annex A

1. The Emergency Management Director will ensure that call-down rosters for EOC Staff and County/City/Village Officials (Attachments 1 and 2) are current.
2. The Emergency Management Director will annually review and modify this Annex as needed. It is the responsibility of the local Emergency Management Agency to conduct an After Action Review (AAR) for each EOC activation due to an incident or exercise. This AAR should include input from all agencies, including local governments and affected private sector organizations, in the event/exercise response and initial recovery efforts. The purpose of each AAR is to identify policies, procedures, strengths and capability gaps, and the communications and coordination between and among the involved agencies/organizations. Recommended and implemented changes of EMA policy/procedures, agencies' or officials' roles and responsibilities should be documented in an update to this Plan. DHS grant sponsored exercises must meet all Homeland Security Exercise and Evaluation Program reporting requirements and timelines.

Correcting or addressing the identified needs for additional training, changes in tactical procedures (revised SOPs), lack of specialized teams or resources is the responsibility of the individual organizations/agencies.

The EMA will be a local point of contact for obtaining information and/or coordination of such training, policy development, for information about obtaining additional resources (available grants or other funding sources) or assistance in developing improved incident management strategies.

VII. TRAINING and EXERCISING

Plans for training and exercises should include support from elected and appointed officials, non-governmental, support agencies and the private sector, as well as planning for interagency, interjurisdictional and regional participation.

A. Training

1. The training program will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.
2. All personnel with responsibilities in this Plan should make every effort to attend training programs designed for city/village and county officials offered by the Nebraska Emergency Management Agency.

B. Exercising

1. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).
2. An exercise of Direction and Control aspects of this Plan involving both the Executive Group and EOC Staff should be held at least annually.

LIST of ATTACHMENTS

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2	City/Village Officials and EOC Staff	A-16
3	Incident Status Report (OMS-1)	A-39
4	Sample Disaster Declaration	A-41
TAB A	Cities of Gering, Minatare, Mitchell, Scottsbluff and Terrytown, Operations Plan	A-43
TAB B	Villages of Henry, Lyman, McGrew, Melbeta, and Morrill Operations Plan	A-69

SCOTTS BLUFF COUNTY OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the County will assume responsibility for that function.
(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
Chair, County Board	Ken Meyer		632-2631	631-8499	kmeyer@scottsbluffcounty.org
Vice Chair	Glenn Schleve		247-2075	765-5310	grschleve@charter.net
County Board Member	Mark Reichert		783-2553	641-1924	mpreichert11@gmail.com
County Board Member	Charlie Knapper			641-9056	charlieknapper@scottsbluffcounty.org
County Board Member	Mark Harris		632-2283	672-1213	mharris@scottsbluffcounty.org
Management Accountant	Lisa Rien	436-6726			lrien@scottsbluffcounty.org
County Clerk	Kelly Sides	436-6600	436-7894	641-7997	ksides@scottsbluffcounty.org
County Attorney	Dave Eubanks	436-6674			deubanks@scottsbluffcounty.org
EMERGENCY OPERATING STAFF					
	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
Region 22 Emergency Management Director	Tim Newman	436-6689		765-2786	tnewman@scottsbluffcounty.org
EMERGENCY OPERATING STAFF					
	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EMERGENCY MANGEMENT LIAISONS					
City of Scottsbluff	Tom Schingle	630-6229		307-631-4363	tschingle@scottsbluff.org
City of Gering	George Holthus		436-5089	641-4441	gholthus@gering.org
City of Minatare	Tom Case	783-1414	783-1367	672-9179	tcase@cityofminatare.com
City of Mitchell	Mike Cotant	623-2622		672-6977	policedept@mitchellcity.net
City of Terrytown	Jeni Mattern	632-7212			cityofterrytown@cityoftt.com
Village of Henry	Janine Schmidt	247-2312		672-8760	janine@villageofmorrill.com
Village of Lyman	Kim Robb	787-1444	787-9943	225-0070	volyman@prairieweb.com
Village of Morrill	Janine Schmidt	247-2312		672-8760	janine@villageofmorrill.com
Village of McGrew	Jodi Wiseman		783-5535	641-0883	
Village of Melbeta	Bruce Christofferson	631-2023	783-1053		

EMERGENCY OPERATING STAFF	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
Communications Officer	Ray Richards	436-2072	632-7290	641-6507	rrichards@scottsbluffcounty.org
	<i>Communications Center will notify</i>	436-5088			
County Surveyor/GIS Mapping	Dennis Sullivan	436-6654			dsullivan@scottsbluffcounty.org dsullivan@mcschaff.com
GIS Director	Suzie Wick	633-1806		765-0278	swick@scottsbluffcounty.org
Information Systems Technicians	Bytes Computer and Network Solutions	635-2983			Help@scottsbluffcounty.org
Damage Assessment Coordinator	Amy Ramos	436-6627 x 5724		641-8151	aramos@scottsbluffcounty.org
EMERGENCY OPERATING STAFF	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
County Emergency Board (USDA - Farm Service Agency)	Anne Kelley	632-2195 x 2			anne.kelley@usda.gov
Public Information Officer					
Medical Coordinator/Valley Ambulance Assistant Coordinator	Randy Meininger	635-1411	635-3934	641-6811	valleyam@actcom.net
	Shawn Baumgartner	635-1411		641-0155	valleyam@actcom.net
Public Health Coordinator	Paulette Schnell	635-3711		630-1650	paulette.schnell@rwhs.org
Citizen Corps Coordinator	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
Medical Reserve Corps Coordinator	Michelle Hill	262-2217		279-0488	mhill@pphd.org
Mass Care Coordinator (Red Cross)	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
Mental Health Coordinator	Sue Teal	635-3171	225-3595		steal@region1bhs.net
	Michelle Fries	633-7120	641-1157		mfries@region1bhs.net
RWMC Hospital incident Command Center - Call if we need their rep in our EOC	RWMC IC Center	630-1727	630-1815 (FAX)		
Veterinarian Coordinator	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
Public Works/Utilities Coordinator	Linda Grummert	436-6700		672-8226	LGrummert@scottsbluffcounty.org
Volunteer Coordinator	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
Social Services Coordinator Service Area Administrator	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov

EMERGENCY OPERATING STAFF	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
Area Agency on Aging	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
Radiological Officer	Wendy Stirnkorb	225-2415		715-225-2503	wendy.stirnkorb@rwhs.org
Local Emergency Planning Committee (LEPC) Chair	Dennis Ernest	632-7121			dernest@kneb.com
EMERGENCY OPERATING STAFF	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
County Attorney	Dave Eubanks	436-6674		641-2939	DEubanks@scottsbuffcounty.org
County Clerk	Kelly Sides	436-6600			KSides@scottsbuffcounty.org
County Treasurer	Heather Hauschild	436-6617		631-1264	HHauschild@scottsbuffcounty.org
County Superintendent of Roads	Linda Grummert	436-6700		672-8226	LGrummert@scottsbuffcounty.org
Assistant	Steve Baird	436-6700			sbaird@scottsbuffcounty.org
Law Enforcement	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
Scotts Bluff County Sheriff	Mark Overman	436-2648	632-7743	631-0163	MOverman@scottsbuffcounty.org
Nebraska State Patrol	Kurt Von Minden	632-1211			kurt.vonminden@nebraska.gov
Game and Parks	Sean McKeehan			672-1824	sean.mckeehan@nebraska.gov
Additional Communications	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
Tri City Amateur Radio Club Emergency Coordinator	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arri.net
Assistant Coordinator	Jim Novacek	631-5806		635-3974	
Civil Air Patrol, Nebraska WING HQ	Lincoln Office	402-309-7665			
Utility Services	Provider Name	Contact	Business		Email
ELECTRICITY	City of Gering		436-6689		
NATURAL GAS	Black Hills Energy		800-694-8989		
WATER	City of Gering		436-6689		
SEWAGE	City of Gering		436-6689		
PHONE	Allo Communications		308-633-5000		
PHONE	CenturyLink		800-788-3600		
CABLE	Spectrum/Charter		800-205-6384		
INTERNET	Allo Communications		308-633-5000		

CITY OF GERING OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the City will assume responsibility for that function.

(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
MAYOR	Tony Kaufman	633-9005		641-5826	mayorkaufman@gering.org
COUNCIL PRESIDENT	Julie Morrison			641-5556	jmorrison@gering.org
COUNCIL MEMBERS	Dan Smith			631-2584	dsmith@gering.org
	Michael Gillen			641-5061	mgillen@gering.org
	Ben Backus			631-4628	bbackus@gering.org
	Parrish Abel			641-4328	pabel@gering.org
	Susan Wiedeman			641-2501	swiedeman@gering.org
	Pam O'Neal			631-8133	poneal@gering.org
	Julie Morrison			641-5556	jmorrison@gering.org
	Troy Cowan			631-6684	tcowan@gering.org
CITY ADMINISTRATOR	Lane Danielzuk	436-5096		631-8852	ldanielzuk@gering.org
CITY CLERK	Kathy Welfl	436-6812		641-3471	kwelfl@gering.org
CITY ATTORNEY	Matt Turman	436-5297			mturman@neblawyer.com
EMERGENCY OPERATING STAFF					
POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EMERGENCY MANAGEMENT LIAISON	George Holthus	436-5089			gholthus@gering.org
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbuffcounty.org
GIS COORDINATOR	Suzie Wick (SBCo)	633-1806		765-0278	swick@scottsbuffcounty.org
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR	Annie Folck	436-6845			afolck@gering.org
PUBLIC INFORMATION OFFICER					
MEDICAL COORDINATOR	Randy Meininger	635-0511	635-7561	641-6811	randy.meininger@rwhs.org
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS

MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	635-3173		641-1157	mfries@region1bhs.net
	Sue Teal	635-3173		225-2595	steal@region1bhs.net
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMITTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER	Renae Jimenez	436-6817			rjimenez@gering.org
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR	Caey Dahlgrin	436-6835			cdahlgrin@gering.org
FIRE CHIEF	Nathan Flowers	436-2441		637-5135	firedept@gering.org
CHIEF OF POLICE	George Holthus	436-5089			gholthus@gering.org
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeehan	672-1824			Sean.McKeehan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arri.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			

UTILITY SERVICES					
POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
ELECTRICITY	Doug Parker	436-6800		641-1406	DPARKER@GERING.ORG
NATURAL GAS	Black Hills Energy	(800) 890-5554			
WATER	Pat Heath	436-6834		641-0958	pheath@gering.org
SEWAGE	Pat Heath	436-6834		641-0958	pheath@gering.org
PHONE	Century Link	(800) 788-3500			
	Allo	633-5000			
CABLE	Charter	(800) 658-3172			
	Allo	633-5050			
INTERNET	Action Communications	632-7836			
	Allo	633-5000			
	Charter	(800) 658-3172			
	Century Link	(800) 788-3500			
	Indigo	737-7000			
	Mobius	632-2299			
	Viaero	220-8888			
	Vistabeam	635-9434			

VILLAGE OF HENRY OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the Village will assume responsibility for that function.
(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
CHAIR/MAYOR	Mary Haagensen		308-247-9228		
VICE CHAIR/PRESIDENT					
BOARD/COUNCIL MEMBERS	Johnnie Flurry			308-225-2041	
	David Derr			308-225-2760	
	Dawn Bowen			308-672-7983	
VILLAGE CLERK	Janine K Schmidt			308-672-8760	
VILLAGE ATTORNEY	Mark Kovarik	308-436-5297			
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON	Janine K Schmidt			308-672-8760	
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbluffcounty.org
SURVEYOR/GIS COORDINATOR					
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER	Janine K Schmidt			308-672-8760	
MEDICAL COORDINATOR					
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	633-7120	641-1157		mfries@region1bhs.net
	Sue Teal	635-3171	225-3595		steal@region1bhs.net

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMITTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER	Janine K Schmidt			308-672-8760	
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR ASSISTANTS					
FIRE CHIEF	Andy Harris		247-9862		
CHIEF LAW ENFORCEMENT OFFICER	Village of Lyman	787-1444			
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeegan	672-1824			Sean.McKeegan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR ASSISTANT	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
ELECTRICITY	Roosevelt Public Power				
NATURAL GAS	Black Hills Energy				
WATER	Village of Henry		308-247-9228	308-672-8760	
SEWAGE	Village of Henry		308-247-9228	308-672-8760	
PHONE					
CABLE					
INTERNET	Allo/Vistabeam				

VILLAGE OF LYMAN OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the Village will assume responsibility for that function.
(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
CHAIR	LARRY SANCHEZ	NA	308-787-1336	NA	NA
BOARD MEMBERS	ALLAN THOMAS	NA	308-787-1232	NA	
	DAVID BRENING	NA	308-787-1767	308-787 / 631-5540	
	SCOTT HORT	NA	308-787-1222	308-631-3021	SKHORT@GMAIL.COM
	SONJA MATA	NA	NA	1-970-420-5932	SONJAMATA@GMAIL.COM
VILLAGE ADMINISTRATOR	KIM ROBB	308-787-1444	NA	308-641-9828	VOLYMAN@PRAIRIEWEB.COM
VILLAGE ATTORNEY	MARK KOVARIK	308-436-5284	NA	308-672-5846	mKovarik@neblawyer.com
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON	KIM ROBB	308-787-1444	NA	308-787-9828	VOLYMAN@PRAIRIEWEB.COM
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbuffcounty.org
SURVEYOR/GIS COORDINATOR					
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER					
MEDICAL OR EMS COORDINATOR					
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	635-3173		641-1157	mfries@region1bhs.net
	Sue Teal	635-3173		225-2595	steal@region1bhs.net

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMITTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER					
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR					
FIRE CHIEF	Mike Kindred			641-1751	mjkindred@yahoo.com
CHIEF LAW ENFORCEMENT OFFICER	Scotts Bluff Co Sheriff				
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeehan	672-1824			Sean.McKeehan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR ASSISTANT	Hugh Dunne	641-4174	436-5189	641-0948	kwOr@arri.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
ELECTRICITY	VILLAGE OF LYMAN	308-787-1444			VOLYMAN@PRAIRIEWEB.COM
NATURAL GAS	BLACK HILLS ENERGY	800-694-8989	888-890-5554		
WATER	VILLAGE OF LYMAN	308-787-1444			VOLYMAN@PRAIRIEWEB.COM
SEWAGE	VILLAGE OF LYMAN	308-787-1444			VOLYMAN@PRAIRIEWEB.COM
PHONE	CENTURYLINK				
CABLE	WINDBREAK CABLE				
INTERNET	VISTABEAM				
	VISIONARY				
	CENTURYLINK				

VILLAGE OF MCGREW OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the Village will assume responsibility for that function.

(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
CHAIR	Kevin Ross			308-641-5600	kross@actcom.net
VICE CHAIR	Josh Buskirk			308-672-4526	jabber_jaw4@yahoo.com
BOARD MEMBERS	Vic Staab			308-225-3204	vicoakland@yahoo.com
	Tom Cooper			308-631-5513	cattleman71@gmail.com
	Judy Doty			308-783-1016	
VILLAGE CLERK	Vacant				
CITY/COUNTY/VILLAGE ATTORNEY	Mark Kovarik	308-436-5297			mkovarik@neblawyer.com
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON	Kevin Ross			308-641-5600	kross@actcom.net
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbuffcounty.org
SURVEYOR/GIS COORDINATOR					
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER					
MEDICAL COORDINATOR					
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	633-7120	641-1157		mfries@region1bhs.net
	Sue Teal	635-3171	225-3595		steal@region1bhs.net

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMITTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER					
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR ASSISTANT					
FIRE CHIEF	Mike Wambolt			641-8595	wombeeman@yahoo.com
CHIEF LAW ENFORCEMENT OFFICER	Scotts Bluff Co Sherriff				
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeegan	672-1824			Sean.McKeegan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR ASSISTANT	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
ELECTRICITY					
NATURAL GAS					
WATER					
SEWAGE					
PHONE					
CABLE					
INTERNET					

VILLAGE OF MELBETA OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the Village will assume responsibility for that function.
(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
CHAIR	Owen Anderson			631-3334	
VICE CHAIR	Susan Shafenberg			631-8657	shafenberg1@charter.net
BOARD MEMBERS	Mary Gonzalez			672-0863	
	Shawna Abbott			631-4297	shaunaabbott36@gmail.com
	Corry Sutton			307-575-4768	
					melbetavillage@gmail.com
VILLAGE CLERK	Karla Fiscus			631-3022	fiscuska@gmail.com
VILLAGE ATTORNEY	Kent Hadenfeldt	632-3811			khadenfeldt@simmonsolsen.com
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON					
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbluffcounty.org
SURVEYOR/GIS COORDINATOR					
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER					
MEDICAL COORDINATOR					
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	633-7120	641-1157		mfries@region1bhs.net
	Sue Teal	635-3171	225-3595		steal@region1bhs.net

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMITTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER	Karka Fiscus			631-3022	melbetavillage@gmail.com
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR ASSISTANT					
FIRE CHIEF					
CHIEF LAW ENFORCEMENT OFFICER					
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeegan	672-1824			Sean.McKeegan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR ASSISTANT	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
ELECTRICITY	NPPD				
NATURAL GAS					
WATER					
SEWAGE					
PHONE	CenturyLink				
CABLE					
INTERNET					

CITY OF MINATARE OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the City will assume responsibility for that function.
(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
MAYOR	Bob Baldwin	783-1414	783-5348		councilmanbob@gmail.com
COUNCIL PRESIDENT	Marcella Kreiling			631-4637	mlazyk@yahoo.com
COUNCIL MEMBERS	John Grumbles			631-5569	jgrumbles69@yahoo.com
	Lynn Wright		439-1020		wright1955@yahoo.com
	Eric Longoria			765-1508	bigeasy308@yahoo.com
CITY CLERK	Carolyn Nelson	783-1414		225-1798	cnelson@cityofminatare.com
CITY ATTORNEY					
EMERGENCY OPERATING STAFF					
POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EMERGENCY MANAGEMENT LIAISON	Tom Case	783-1414	783-1367	672-9179	tcase@cityofminatare.com
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbuffcounty.org
GIS COORDINATOR	Suzie Wick (SBCo)	633-1806		765-0278	swick@scottsbuffcounty.org
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER					
MEDICAL COORDINATOR	Randy Meininger	635-0511	635-7561	641-6811	randy.meininger@rwhs.org
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
MENTAL HEALTH COORDINATOR	Michelle Fries	635-3173		641-1157	mfries@region1bhs.net
	Sue Teal	635-3173		225-2595	steal@region1bhs.net
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMITTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER	Carolyn Nelson	783-1414		225-1798	cnelson@cityofminatare.com
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR	Jeff Wolfe	632-6137			
FIRE CHIEF	Brian Lore	635-3128		631-7479	blore@nwpscottsbuff.com
CHIEF OF POLICE	Brian Martinez	783-1177		631-0817	bmartinez@scottsbuffcounty.org
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeenan	672-1824			Sean.McKeenan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
ELECTRICITY	Nebraska Public Power	(877) 275-6773			
NATURAL GAS	Black Hills Energy	630-3440			
WATER	Tom Case	783-1414	783-1367	672-9179	tcase@cityofminatare.com
SEWAGE	Tom Case	783-1414	783-1367	672-9179	tcase@cityofminatare.com
PHONE	Spectrum	(866) 517-6144			
CABLE	Spectrum	(866) 517-6144			
INTERNET	Spectrum	(866) 517-6144			

CITY OF MITCHELL OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the City will assume responsibility for that function.

(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
CHAIR/MAYOR	Dave Curtis	436-9000		641-4133	cyclingmayor@gmail.com
VICE CHAIR/PRESIDENT	Sean Hopkins			225-2665	hoproy1@yahoo.com
BOARD/COUNCIL MEMBERS	Don Stall		623-1665	672-0304	councilmanstall@gmail.com
	Tim Schneider			641-3334	CouncilmanSchneider@gmail.com
	Angie Preston				councilmemberpreston@gmail.com
CITY ADMINISTRATOR	Perry Mader	623-1616		765-1534	cityadmin@mitchellcity.net
CITY CLERK	Ronda Hrasky	623-2133	623-1202	641-1641	cityclerk@mitchellcity.net
CITY ATTORNEY	Megan Dockery	632-3811			Mdockery@simmonsolsen.com
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON	Mike Cotant	623-2622		672-6977	policedept@mitchellcity.net
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbuffcounty.org
SURVEYOR/GIS COORDINATOR					
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER					
MEDICAL COORDINATOR					
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	633-7120	641-1157		mfries@region1bhs.net
	Sue Teal	635-3171	225-3595		steal@region1bhs.net

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER					
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR					
FIRE CHIEF	Jon Wurdeman			631-1311	jwurdeman56@gmail.com
CHIEF LAW ENFORCEMENT OFFICER	Mike Cotant	623-2622		672-6977	plicedept@mitchellcity.net
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeegan	672-1824			Sean.McKeegan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR ASSISTANT	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
ELECTRICITY					
NATURAL GAS					
WATER					
SEWAGE					
PHONE					
CABLE					
INTERNET					

VILLAGE OF MORRILL OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the Village will assume responsibility for that function.

(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
CHAIR	John A Schuler			308-641-4533	tschulertrk@gmail.com
VICE CHAIR	Paul Adams		308-247-2874	308-631-5687	
BOARD/COUNCIL MEMBERS	Bill Schmidt		308-247-2449	308-631-7726	
	Josh Hopkins			308-225-1462	joshhopkins18@gmail.com
	Denise Sinner		308-247-3433	308-631-6873	sinner911@yahoo.com
VILLAGE CLERK	Janine Schmidt	308-247-2312		308-672-8760	janine@villageofmorrill.com
VILLAGE ATTORNEY	Adam Hoelsing	308-632-3811			AHoelsing@simmonsolsen.com
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON	Janine Schmidt	308-247-2312		308-672-8760	janine@villageofmorrill.com
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbuffcounty.org
SURVEYOR/GIS COORDINATOR	Suzie Wick (SBCo)	633-1806		765-0278	swick@scottsbuffcounty.org
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER					
MEDICAL OR EMS COORDINATOR	Tina Lara			672-5166	lara197017@gmail.com
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	635-3173		641-1157	mfries@region1bhs.net
	Sue Teal	635-3173		225-2595	steal@region1bhs.net
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMITTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
TREASURER/FINANCE OFFICER	Janine Schmidt	308-247-2312		308-672-8760	janine@villageofmorrill.com
ROADS/PUBLIC WORKS SUPERINTENDENT/DIRECTOR ASSISTANTS	Tim Cleays Matt Groskopf	308-247-2312 308-247-2312	308-247-2807	308-631-2338 308-225-3231	
FIRE CHIEF	Matt Hinman			641-8619	morrillfire@gmail.com
CHIEF LAW ENFORCEMENT OFFICER	Clifton Muller	308-247-2345		308-672-1912	chiefjaymuller@villageofmorrill.com
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeehan	672-1824			Sean.McKeehan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
ELECTRICITY	Village of Morrill/Matt Edwards	308-247-2312		307-575-6219	electrical@villageofmorrill.com
NATURAL GAS	Black Hills Energy	800-694-8989	888-890-5554		
WATER	Village of Morrill/Tim Cleays	308-247-2312	308-247-2807	308-631-2338	
SEWAGE	Village of Morrill/Tim Cleays	308-247-2312	308-247-2807	308-631-2338	
PHONE	Charter Communications				
CABLE	Charter Communications				
INTERNET	Charter Communications				

CITY OF SCOTTSBLUFF OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the City will assume responsibility for that function.

(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
MAYOR	Raymond Gonzales	635-2338	635-5524	631-0947	rgonzales@scottsbluff.org
VICE PRESIDENT OF COUNCIL	Jeanne McKerrigan	633-4082		641-1023	jmckerrigan@scottsbluff.org
COUNCIL MEMBER	Scott Shaver	633-4898	633-4898	672-1025	sshaver@scottsbluff.org
COUNCIL MEMBER	Terry Schaub	635-2011		225-2145	tschaub@scottsbluff.org
COUNCIL MEMBER	Nathan Green	632-4641		402-660-7739	ngreen@scottsbluff.org
CITY MANAGER	Rick Kuckkahn (Interim)	630-6202		631-6222	CM@scottsbluff.org
CITY CLERK	Kim Wright	630-6221	623-2019	631-3311	kwright@scottsbluff.org
CITY ATTORNEY	Kent Hadenfeldt	632-3811		631-6432	khadenfeldt@simmonsolsen.com
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON	Tom Schingle	630-6229		307-631-4363	tschingle@scottsbluff.org
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbluffcounty.org
GIS ANALYST	Taylor Stephens	632-2177		631-2710	tstephens@scottsbluff.org
INFORMATION TECHNOLOGY COORDINATOR	IntraLinks	632-6590			
DAMAGE ASSESSMENT COORDINATOR					
PUBLIC INFORMATION OFFICER	Justin Houstoun	630-6231		970-381-9270	jhoustoun@scottsbluff.org
MEDICAL COORDINATOR	Randy Meininger	635-0511	635-0164 (fax)	641-6811	Randy.Meininger@rwhs.org
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	633-7120	641-1157		mfries@region1bhs.net
	Sue Teal	635-3171	225-3595		steal@region1bhs.net

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
FINANCE DIRECTOR	Liz Hilyard	633-3796		631-2623	ehilyard@scottsbuff.org
DEPUTY DIRECTOR OF FINANCE	Chris Burbach	630-6212		402-367-8807	cburbach@scottsbuff.org
PUBLIC WORKS DIRECTOR	Mark Bohl	630-6256		672-1057	mbohl@scottsbuff.org
DEPUTY PUBLIC WORKS DIRECTOR	Jordan Diedrich	630-6259		765-1141	jdiedrich@scottsbuff.org
TRANSPORTATION SUPERVISOR	Brett Bewley	630-6267		631-2397	bbewley@scottsbuff.org
PARKS SUPERVISOR	Rick Deeds	632-0058		641-6927	rdeeds@scottsbuff.org
CITY ENGINEER	Dave Schaff	635-1926		641-7642	dschaff@mcschaff.com
HUMAN RESOURCE DIRECTOR	Jana Bode	632-6216		765-0555	jbode@scottsbuff.org
POLICE CHIEF	Kevin Spencer	630-6260		641-2317	kspencer@scottsbuff.org
POLICE CAPTAIN	Brian Wasson	630-6262		631-6935	bwasson@scottsbuff.org
POLICE CAPTAIN	Tony Straub	630-6263		672-2578	rstraub@scottsbuff.org
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeenan	672-1824			Sean.McKeenan@nebraska.gov
FIRE CHIEF	Tom Schingle	630-6229		307-631-4363	tschingle@scottsbuff.org
FIRE CAPTAIN	Dan Hubbs	630-6232		631-2022	dhubbs@scottsbuff.org
FIRE CAPTAIN	Justin Houstoun	630-6232		970-381-9270	jhoustoun@scottsbuff.org
FIRE CAPTAIN	Ryan Lohr	630-6232		631-0841	rlohr@scottsbuff.org
LIBRARY DIRECTOR	Erin Aschenbrenner	630-6251		402-658-1534	eamchenbrenner@scottsbuff.org
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
ASSISTANT	Jim Novacek	631-5806		635-3974	
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
UTILITY SERVICES					
ELECTRICITY	NPPD	877-275-6773			
NATURAL GAS	Black Hills Energy	888-890-5554			
WATER SUPERVISOR	Jack Satur	630-6257		631-9410	jesatur@scottsbluff.org
WASTEWATER SUPERVISOR	Lynn Garton	630-6292		641-2843	lgarton@scottsbluff.org
STORMWATER SPECIALIST	Leann Sato	630-8011		641-9083	lsato@scottsbluff.org
ENVIRONMENTAL SERVICES	Anthony Harris	630-0985		641-7890	aharris@scottsbluff.org
PHONE/CABLE/INTERNET	Allo	633-5050			
PHONE/CABLE/INTERNET	Centurylink	800-788-3600			
PHONE/CABLE/INTERNET	Spectrum Communications	866-874-2389			

CITY OF TERRYTOWN OFFICIALS AND EOC STAFF

If positions have not been appointed on the EOC staff, the Chief Executive of the City will assume responsibility for that function.

(All area codes are 308 unless otherwise stated)

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
EXECUTIVE GROUP					
MAYOR	Christopher Perales			308-641-6383	perales715@gmail.com
COUNCIL MEMBERS	Tyler Feil			308-672-0312	Tyler.feil@fedex.com
	Michael Minzey		308-635-3878		lmminzey@charter.net
	Jerry Green			308-672-7795	jlgreen64@charter.net
	Marcia Sherlock			308-631-0839	marcia.sherlock@gmail.com
CITY ADMINISTRATOR	Michael Scow	308-632-4400			scow@danacole.com
CITY CLERK	Jeni Mattern	308-632-7212		253-350-7457	cityofterrytown@cityoftt.com
CITY ATTORNEY	Libby Stobel	308-632-3811			lstobel@simmonsolsen.com
EMERGENCY OPERATING STAFF					
EMERGENCY MANAGEMENT LIAISON	Jeni Mattern	632-7212		253-350-7457	cityofterrytown@cityoftt.com
COMMUNICATIONS OFFICER	Ray Richards	436-2072	632-7290	641-6507	RRichards@scottsbuffcounty.org
SURVEYOR/GIS COORDINATOR	Suzie Wick (SBCo)	633-1806		765-0278	swick@scottsbuffcounty.org
INFORMATION TECHNOLOGY COORDINATOR					
DAMAGE ASSESSMENT COORDINATOR	Hugo Chairez	632-7212		641-3047	hchairez@cityoftt.com
PUBLIC INFORMATION OFFICER					
MEDICAL OR EMS COORDINATOR	Randy Meininger	635-0511	635-7561	641-6811	randy.meininger@rwhs.org
PUBLIC HEALTH COORDINATOR	Paulette Schnell	436-6636		630-1650	schnelp@rwmc.net
CERT COORDINATOR	Bob Hessler	632-1921	635-0456	631-0076	safetyline@gmail.com
MEDICAL RESERVE CORPS COORDINATOR	Michelle Hill	633-2866 X104	262-5764 PPHD 24/7 #	672-9594	mhill@pphd.org
MASS CARE COORDINATOR	Marion McDermott (ARC)	382-3790		258-1536	Marion.McDermott@redcross.org
MENTAL HEALTH COORDINATOR	Michelle Fries	635-3173		641-1157	mfries@region1bhs.net
	Sue Teal	635-3173		225-2595	steal@region1bhs.net
HOSPITAL DEPARTMENT OPERATIONS CTR	RWHS IC Center	630-1727	630-1815 FAX		

POSITION	NAME	BUSINESS PHONE	HOME PHONE	CELL PHONE	EMAIL ADDRESS
VETERINARIAN COORDINATOR	Jerry Upp	632-6888	436-4630		docupp@centurylink.net
VOLUNTEER COORDINATOR	Wayne Kilmer			765-0883	waynekilmer@yahoo.com
SOCIAL SERVICES COORDINATOR	Brenda Brooks	530-5929	532-3990	520-1233	brenda.brooks@nebraska.gov
AREA AGENCY ON AGING	Cheryl Brunz	635-0851		765-9523	Cheryl.brunz@nebraska.gov
RADIOLOGICAL OFFICER	Wendy Stirnkorb	630-1145		225-2415	Wendy.Stirnkorb@rwhs.org
LOCAL EMERGENCY PLANNING COMMTEE CHAIR	Dennis Ernest	632-7121			dernest@kneb.com
FINANCE OFFICER	Michael Scow	308-632-4400			scow@danacole.com
PUBLIC WORKS DIRECTOR	Hugo Chairez			308-641-3047	hchairez@cityoftt.com
ASSISTANTS	Dennis McLaughlin			308-631-5059	
ASSISTANTS	Robert Blanco				
FIRE CHIEF	Paul Reisig (Scb Rural)			641-3748	preisgrfd1@gmail.com
CHIEF LAW ENFORCEMENT OFFICER	Kevin Spencer (Scottsbluff PD)	630-6263		641-2317	kspencer@scottsbluff.org
NEBRASKA STATE PATROL	Troop "E"	632-1211			
NEBRASKA GAME AND PARKS	Sean McKeehan	672-1824			Sean.McKeehan@nebraska.gov
TRI CITY AMATEUR RADIO CLUB EMERGENCY COORDINATOR	Hugh Dunne	641-4174	436-5189	641-0948	kw0r@arrl.net
CIVIL AIR PATROL	Lincoln Office	(402) 309-7665			
UTILITY SERVICES					
ELECTRICITY	NPPD	(877) 275-6773			
NATURAL GAS	Black Hills Energy	(800) 890-5554			
WATER	Pat Heath (Gering)	436-6834		641-0958	pheath@gering.org
SEWAGE	City of Scottsbluff	630-6292			larton@scottsbluff.org
PHONE	Allo	633-5000			
CABLE	Allo	633-5050			
INTERNET	Allo	633-5000			

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Incident Status Report

Instructions: As soon as possible fill in as much information as you currently know. Other information can be gathered as it becomes available. Please fill all of the information areas, put unknown in areas where you have no information and none where there is no damage or impact. Fill out form online at: <http://www.nema.ne.gov/incident-status-report.html>

General Information

Incident:
 Incident Description:
 Incident Date:
 Report Date/Time:
 Jurisdiction:
 Name:
 Email Address of Reporting:
 Callback Number:
 Incident Commander:
 EOC Activated? Yes ___ No ___
 Disaster Declaration? Yes ___ No ___

Local Actions

Evacuation Ordered? Yes ___ No ___
 Size of the Area:
 Law Enforcement Deployed? Yes ___ No ___
 Fire Fighters Deployed? Yes ___ No ___
 Rescue Workers Deployed? Yes ___ No ___
 Public Works Deployed Yes ___ No ___
 Mutual Aid Departments on the scene:
 Private Utilities:

Disaster Impacts

Number of...
 Fatalities:
 Injuries:
 Missing Persons:
 Number of Shelters Open:
 Number of People Sheltered:
 Anticipated Total Number of Persons:
 Special Needs Citizens Identified and Cared For:
 Yes ___ No ___
 Comfort locations for Emergency Workers established Yes ___ No ___
 Number of structures damaged:
Minor - Building is damaged and may be used under limited conditions with minor repairs.
Major - Building is damaged to the extent that it is no longer usable and may be returned to service only with extensive repairs.
Destroyed - Building is a total loss or damaged to the extent that it is no longer usable and is not economically feasible to repair.

Homes

Minor:
 Major:
 Destroyed:
 % Insured:
 Public Buildings
 Minor:
 Major:
 Destroyed:
 % Insured:

Business/Industry Buildings

Minor:
 Major:
 Destroyed:
 % Insured:
 Immediate Needs:

Status of Services:

Status of Electric Utility Service:
 Status of Telephone Service:
 Status of Schools:
 Status of Government Offices:

Impact on Critical Facilities

Hospitals:
 Water Treatment Plants:
 WasteWater Plants:
 Lift Stations:
 Natural Gas:
 Correctional Facilities:
 Other Impacted Critical Facilities:
 Extent of Damage to Streets:
 Extent of Damage to Roads:
 Extent of Damage to Bridges:
 Anticipated Future Needs: (including personnel, equipment, mass care, etc.)

The NEMA duty officer will acknowledge receipt of Incident Status Reports with a return email that includes a copy of the submitted form.

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SAMPLE LOCAL DISASTER DECLARATION

A Disaster Declaration must be issued prior to requesting state or federal assistance.

A Disaster Declaration for a city or village should be transmitted through the County Emergency Management Director. The County Board should also declare a disaster using this same form.

The following is a sample of the language that should be retyped onto the jurisdiction's official letterhead before submitting it to the State EOC.

SCOTT'S BLUFF County (or affected city/village) has suffered from a _____ (i.e., disastrous tornado strike) that occurred on _____ (include date(s) and time) causing severe damage to public and private property, disruption of utility service, and endangerment of health and safety of the citizens of SCOTT'S BLUFF County (or city/village) within the disaster area

Therefore, the Chair of the SCOTT'S BLUFF County Board of *Commissioners/Supervisors* (or the Mayor/Board Chair of _____) has declared a state of emergency authorized under Nebraska State Statute R.R.S. 81-829.50 on behalf of SCOTT'S BLUFF County (or city/village), and will execute for and on behalf of SCOTT'S BLUFF County (or city/village), the expenditure of emergency funds from all available sources, the invoking of mutual aid agreements, and the applying to the State of Nebraska for assistance from the Governor's Emergency Fund and any other resources he/she deems necessary in the fulfillment of his/her duties.

Chair, SCOTT'S BLUFF County
_____, 20____.
Board of *Commissioners/Supervisors*
(or Mayor/Board Chair of affected jurisdiction
or by appointed authorized representative)

WITNESS my hand and the seal of my office
this _____ day of

County (or City/Village) Clerk

Date

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**CITIES
OF
GERING, MINATARE, MITCHELL,
SCOTTSBLUFF AND TERRYTOWN**

**OPERATIONS
PLAN**

**FOR
DISASTER
RESPONSE
AND
RECOVERY**

2020

CITIES OF GERING, MINATARE, MITCHELL, SCOTTSBLUFF AND TERRYTOWN EMERGENCY OPERATIONS PLAN

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**CITIES OF
GERING, MINATARE, MITCHELL, SCOTTSBLUFF AND
TERRYTOWN
EMERGENCY OPERATIONS PLAN**

I. PURPOSE

- A. The responsibility for the welfare of the city residents during a disaster rests with the Mayor and the City Council. The Mayor will be responsible for the coordination and management of both the prevention preparations and the disaster operations and recovery. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster. (Nebraska Emergency Management Act, 1996, section 81-829.46).
- B. The Emergency Preparedness Mission for the cities within Scotts Bluff County is to ensure the coordination of city departments and personnel to effectively respond to and recover from a natural or manmade disaster so that the maximum number of people and the greatest amount of property in jeopardy from a disaster can be saved and order restored as soon as possible.
- C. This plan identifies the primary disaster responsibilities of city departments and personnel employed by the city. This plan is intended to supplement the Scotts Bluff County Local Emergency Operations Plan (LEOP); functions found in this plan are also discussed in the LEOP.
- D. It is in the best interest of each city that the named key officials meet at least once a year and after each disaster to review the Plan with the County Emergency Manager to determine that the Plan is current and reflects the roles and responsibilities as defined by statutes, resolutions and field operations.

II. PLANNING FACTORS

A. All-Hazards Approach

- 1. This Plan uses an "all-hazards" approach that provides general direction for responding to any type of disaster across a full spectrum of hazards.

B. Vulnerable Populations

1. There are populations at risk in each city. These will require special considerations in warning, evacuation, and other areas of disaster response.
2. The communities use the mass notification system, Panhandle Alert (www.panhandlealert.org), the Emergency Alert System, Weather Alert Radio, Cable Interrupt, automated TTY/TDD (Telecommunications Device for the Deaf) built into the 911 System, and door-to-door methods to warn various special needs populations. Identification of special needs populations is enhanced through the built-in Special Needs Registry within Panhandle Alert.

C. Primary Responsibility For Disaster Response and Recovery

1. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster.
2. In the absence of the Mayor, the established line of succession is:
 - a. President of the City Council
 - b. Senior member of the City Council (except for **Terrytown**, which goes to "c").
 - c. An official as appointed/elected by the City Council (special election as necessary)

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Scotts Bluff County Communications Center will begin notification of those on their emergency notification list.
2. The public may have already been warned by sirens or through the electronic media. If there are no automated warnings, the Communications Center will sound the sirens as authorized. The Panhandle Alert Warning system is also a means of notifying all or specific areas.

B. Operations - Actual Disaster

1. The first priority after a disaster has struck is lifesaving activities and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be channeled through the Communications Center.
2. After the initial response, the Emergency Operations Center (EOC) will likely be activated to provide a site for local officials and other designated personnel to implement direction and provide coordination and support of Field Operations.
3. Other agencies and groups not defined as First Responders may be asked to provide additional disaster services as the city begins the process of recovery.
4. All responders in the field and officials at the EOC must maintain contact with each other to effectively coordinate response/recovery from the demands of the emergency.
5. All responding departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint disaster response and recovery activities. This includes but is not limited to establishing unified or area incident command systems, the use of staging areas as needed, implementing multi-agency coordination systems and resource management including the identification and listing of all department, agency and jurisdiction disaster response resources (equipment, trained personnel, supplies, facilities) using the NIMS resource identification process.

C. Operations - Departmental Responsibilities

The Cities have defined responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Disaster operations can encompass three areas:

1. Field Operations (Tactical and Operational)
 - a. First Responders will provide the initial tactical response to a disaster.
 - b. These First Responders will use the National Incident Management System by establishing Incident Command. A member of one of the First Responder emergency units will provide the initial Incident Commander. This will be determined by the nature of the disaster.

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Incident Command may be transferred to another agency as disaster priorities change.

- c. Because of the scope of the disaster, First Responders may incur additional responsibilities as defined in Section IV of this plan.
- d. When the EOC is activated, field operations will coordinate with the EOC; although the EOC will not dictate field actions, final authority for major decisions in response/recovery operations is the responsibility of the elected officials at the EOC.

2. Emergency Operations Center (EOC) (Strategic and Functional)

THE EOC NEEDS TO BE THE ONE POINT OF CONTACT IN COORDINATING AND SUPPORTING THE INCIDENT COMMAND DURING DISASTER RESPONSE AND RECOVERY OPERATIONS. Not only will the Incident Commander work with the EOC, but also regular briefings will be held for Command, General and EOC Staff. The Chief Elected Official in coordination with the Incident Commander, schedule these meetings.

- a. Staffing will be determined by the severity of the situation.
- b. For the **City of Gering** – The Emergency Operations Center (EOC) will be set up in the Gering City Hall, if not damaged and is available at the time of the disaster. There is no auxiliary power at the EOC. A generator will be needed – either from the Fire Department or another source.
- c. For the **City of Minatare** – The Emergency Operations Center (EOC) will be set up in the Minatare City Hall, if not damaged and is available at the time of the disaster. There is no auxiliary power at the EOC. A generator will be needed – either from the Fire Department or another source.
- d. For the **City of Mitchell** – The Emergency Operations Center (EOC) will be set up in the Mitchell City Hall, if not damaged and is available at the time of the disaster. There is no auxiliary power at the EOC. A generator will be needed, either from the Fire Department or another source.
- e. For the **City of Scottsbluff** – The Region 22 Emergency Management EOC is located in the Scottsbluff Public Safety Building at 1801 Avenue B in Scottsbluff and will be used for disasters or incidents occurring in the City of Scottsbluff. This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.

- f. For the **City of Terrytown** – The Emergency Operations Center (EOC) will be set up at the Region 22 Emergency Management EOC located in the Scottsbluff Public Safety Building at 1801 Avenue B in Scottsbluff and can be used for disasters or incidents occurring in the City of Terrytown. This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.
 - g. A secondary EOC may be opened at the Region 22 Emergency Management EOC located in the Scottsbluff Public Safety Building at 1801 Avenue B in Scottsbluff and can be used for disasters or incidents occurring in any of the Cities, Villages, or rural areas in Scotts Bluff or Banner Counties **and as the primary EOC for any incident affecting more than one jurisdiction.** This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.
3. Additional Disaster Services (Support)

Other agencies and groups may be asked for assistance after the initial response to the disaster. The Incident Command or the EOC Staff may request these services.

D. Field Operations: Incident Command and the EOC

1. Both the field responders and the EOC staff must interface during disaster operations so response efforts are channeled for the quickest, most effective recovery for the city. The use of the NIMS will help standardize communications and enhance coordination between incidents, initial responders, mutual aid, CEO's and supporting organizations.
2. Communications Capabilities: When the Incident Commander establishes a command post and the EOC is activated, each will maintain communications with each other.
3. EOC Briefings: The Incident Commander, first responders, City Departments and agencies working the disaster may be required to send a representative to report activities, accomplishments, needed support and supplies and the next operational priority in their area. From this report, the Incident Action Plan (IAP) is developed for the next specified operational period.

4. Security of the Disaster Area:

- a. Security may be needed at all the highway points leading into the affected area. The Nebraska State Patrol can help with security.
- b. Local resources will be used first for roadblocks and barricades; then other city/village/county/state roads departments may be asked to help. The Incident Commander or Law Enforcement will contact the Communications Center to request additional resources from these agencies.
- c. Identification cards for access to the disaster area will be issued in the Cities and the County. ID cards are needed for local officials, volunteers, the media, and residents when the disaster area has been secured. The Region 22 Emergency Management Director (or other authorized position) will distribute identification cards from the EOC or at the disaster access points.

E. Operations - Administration

1. Under the direction of the Mayor/City Administrator, either the City Clerk/Treasurer/Purchasing Officer will purchase or rent needed supplies, materials, and equipment or hire temporary help for disaster operations. All agreements and contracts on a temporary basis will be recorded in the City Clerk's/Treasurer's Office. Contracting for permanent repairs and/or new construction of public facilities will follow established, routine procedures. All labor, equipment, and material expenditures, including donated supplies, equipment, professional and volunteer services for the disaster will be submitted to and documented by the City Clerk/Treasurer.

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

1. All City Departments will become familiar with an Incident Command System per HSPD-5, NIMS. This Incident Command System will be used to ensure one point of contact for field coordination.
2. The Incident Commander may select staging area(s) if needed. The Incident Commander will inform the EOC of the location(s) of the staging area(s).

B. Responsibilities List for Field Operations

1. In preparing this plan, city officials have assigned responsibilities for disaster response and recovery. These responsibilities address an "all-

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hazards" approach; therefore, all activities listed for each department may not need to be applied to every disaster. However, the list is not all-inclusive; at the direction of either the Department Supervisor or the City Administrator (Mayor, if no City Administrator); city personnel may be requested to perform other disaster duties.

2. The task assignments for each City Department are written in general terms and purposely do not tell supervisors how to do their jobs. Each Department should develop guidelines (SOPs) for their specific operations in a disaster situation.

C. Police Department - Police Chief (LEOP - Annex H)

1. Among the First Responders to the disaster scene.
2. Implements the appropriate National Incident Management System.
3. Assesses communications capability as a priority action.
4. Notifies off-duty Police Department personnel and, if required, other law enforcement agencies for assistance. About 40 officers could be available from the six Police Department(s), County Sheriff's Office, Nebraska State Patrol, Game and Parks Commission. Notifies the Scotts Bluff Citizen Corps as required. Provide service to other jurisdictions as covered by mutual aid resolution.
5. If needed, in conjunction with the Fire Department, warns residents and businesses by public address systems, knocking on doors, or other means.
6. Conducts any evacuation as required; including coordination with Emergency Management to select the best evacuation routes to the selected shelter. See Annex E for evacuation planning and operations guidelines.
7. Implements established procedures for roadblock locations to isolate the affected area if entry control is necessary.
8. Warn the public to evacuate utilizing Panhandle Alert, public address systems, knocking on doors, cable interrupt, Emergency Alert System and Weather Alert Radio via the Public Information Officer. Coordinate with Emergency Management to determine the best evacuation routes to selected shelters; emergency services may assist in contacting those affected. See Annexes B and D for communications capabilities and strategies.
9. Coordinates with the EOC and Incident Command for transportation of access and functional needs evacuees.

10. Coordinates with the EOC and Incident Command in selecting assembly points and exercises surveillance over the assembly points being used for loading buses used for evacuation.
11. Assesses and determines the immediate needs for cleared routes to the hospital and coordinates with the EOC and Incident Command.
12. Coordinates traffic control and crowd control in and around the disaster area.
13. Coordinates with the Street Department for barricades, signs, and flags at control points as established by the Police Department. This will also be coordinated with the EOC and Incident Command.
14. Conducts search and rescue operations with Fire Department personnel.
15. Assesses the need for other City Departments to respond, contacts the Superintendents of Departments and reports this to the EOC.
16. May request opening the EOC for assistance in coordinating disaster response.
17. Relocates to an alternate site if the Police Station is damaged.
 - a. For **Gering** Police – the Gering Volunteer Fire Hall
 - b. For **Minatare** Police – the Minatare Volunteer Fire Hall
 - c. For **Mitchell** Police – the Mitchell Volunteer Fire Hall
 - d. For **Scottsbluff** Police – (**Terrytown** contracts with Scottsbluff for Police services) the alternate Emergency Operations Center at City Hall. The training room at the Scotts Bluff County Administration Building, lower level, can also be utilized as an alternate EOC.
18. May initially advise the EOC of area affected and gives general damage information.
19. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual to the EOC.
20. Sends a representative to the briefings at the EOC; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
21. Secures the disaster area:
 - a. To include critical public facilities and residences
 - b. Checks volunteer ID cards
 - c. Checks permanent ID cards of City personnel

d. Controls EOC security from any interference with emergency operations

22. Prevents looting in disaster area.
23. Prevents re-entry into damaged or contaminated buildings.
24. Provides security at shelters, if needed.
25. Provides security for visiting dignitaries.
26. Notifies the EOC of possible flooding problems.
27. Picks up stray animals or implements other animal control measures using volunteers, veterinarians or animal control officers. See Annex H.
28. Continues with police responsibilities and services in unaffected areas.
29. Designates and maintains the lines of succession in the absence of the Police Chief.

D. Communications Center - Police Department (LEOP - Annex B)

1. Maintains a current call-down roster of phones and pagers for key city personnel and others such as the hospital, care centers, schools, and businesses.
2. Provides warning through sirens; if the endangered area is isolated, telephones residents and/or businesses and initiates other warnings systems for identified special populations.
3. Monitors and disseminates further watches and/or warnings or advisories.
4. After the initial request for first response, makes the necessary notifications to include notifying the City Administrator, Mayor, and Emergency Management Director.
5. Coordinates emergency radio traffic.
6. May request additional assistance through the EOC.

E. Fire Department - Fire Chief (LEOP - Annex F)

1. Among the First Responders to disaster scene.
2. Assumes the operational control for fire suppression and explosions.

3. If properly trained, serve as a hazardous materials responder; provides measures to minimize dangers from hazardous materials.
 4. Provides radiological monitoring at radiological accidents, including the necessary coordination with Nebraska Health and Human Services System Regulation and Licensure and the Nebraska Emergency Management Agency.
 5. Implements the Incident Command System per NIMS.
 6. May request opening the EOC for assistance in coordinating and supporting disaster response.
 7. Coordinates with Law Enforcement in search and rescue operations.
 8. Assists Law Enforcement in evacuation efforts.
 9. Assists Law Enforcement in warning by public address system or door-to-door.
 10. Assists Law Enforcement in crowd control/security of the disaster area.
 11. Assesses need for other City Departments to respond and contacts the Department Superintendent(s); reports this to the EOC.
 12. Implements mutual aid agreements with other jurisdictions, as needed.
 13. Coordinates the staging area with the EOC and Incident Command.
 14. Provides back-up equipment for water pumping.
 15. Assists in safety inspections to assure the integrity of a structure before permitting re-occupancy.
 16. Sends a representative to briefings at the EOC; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
 17. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual, to the EOC.
 18. Continues fire suppression operations.
 19. Establishes and maintains the lines of succession in the absence of the Fire Chief.
- F. Emergency Medical Services - Rescue Chief (LEOP - Annex G)

1. May be among the First Responders at the disaster scene.
2. Implements the Incident Command System per NIMS.
3. Conducts triage operations, if needed.
4. Operates emergency medical units to provide emergency treatment to injured personnel at the scene.
5. Transports injured to the hospital; checks with Police Department\EOC for open routes to hospital.
6. Implements mutual aid agreements with other jurisdictions as necessary, allowing hospital staff to stay at their facility to receive injured.
7. Sends a representative to briefings at the EOC and informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
8. Continues emergency medical services for the remainder of the City.
9. Establishes and maintains the lines of succession.

G. Public Works/Utilities (LEOP - Annex K)

1. The Public Works/Utilities Department includes these departments: Street, City Electric, Water/Waste Water, Parks and Recreation. If a staging area for the Public Works/Utilities function is established, it will be coordinated with the EOC and Incident Command.

2. Street Department - Superintendent

The call to respond to the disaster will probably come from dispatch at the Scotts Bluff County Communications Center. The Superintendent will coordinate with the Mayor/City Administrator/Incident Commander on disaster work assignments. Tasks may include but are not limited to:

- a. Developing a response priority/plan to clear debris from the primary routes needed for First Responders; then clearing the arterials and collectors.
- b. Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from the City Administrator/Mayor/Incident Commander, Police Department, and other affected City Departments.
- c. Closing streets, if requested by Law Enforcement/Incident Commander, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.

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- d. Posting traffic directional signs, as needed, particularly for evacuation.
 - e. Clearing debris from public areas, but only from private property as is necessary for the rescue or safety of the occupants.
 - f. Performing priority repairs to streets.
 - g. Clearing inlets and repairing storm sewers.
 - h. Providing emergency repair and maintenance of vehicles and equipment during disaster operations.
 - i. During flooding conditions, coordinating sandbagging operations for public buildings/entities.
 - j. Assisting the City Administrator/Mayor in meeting requirements for the disposal of disaster debris. Responsibilities for landfill operations are listed under City Administrator.
 - k. Establishing temporary debris collection or disposal sites, additional temporary tree burning areas, as needed and as approved by Dept. of Environmental Quality.
 - l. If not being utilized, furnishing heavy equipment and personnel to other City Departments.
 - m. Sending a representative to the briefings at the EOC; informing the EOC, City Administrator, Mayor and Incident Commander of accomplishments, needs and any problems.
 - n. Maintaining records of all overtime, operational expenses, repair costs, in-stock supplies used; supplies, equipment and labor procured during the response and recovery.
3. Electrical Contractors or Employees for the City Electric Department
- a. Electrical contractors or employees will report to the Public Works office or Electric Department for mobile communications or further instructions.
 - b. The Electrical Contractors or employees will survey the sub-stations; survey overall damage to see if additional assistance will be required and will alert their supervisor, who will notify the Incident Commander or Emergency Manager if mutual aid is needed. This will also be reported to the EOC.

- c. Electrical Supervisor/director will direct and coordinate activities that:
 - i. De-energizes downed power lines.
 - ii. Restores service as prioritized.
 - iii. Coordinates with the City Administrator/Mayor and Incident Command and supplier in finding a temporary source of electricity should the city need it to restore utility service.
 - iv. Keeps the City Administrator/Mayor and Incident Command and supplier informed of the current situation and when service may be restored.
 - v. Sends representative to briefings at the EOC; inform the EOC/City Administrator/Mayor/Incident Commander of any problems.
 - vi. Safety inspects the electric systems on damaged public buildings; coordinates with the building inspector on these inspections.
 - vii. Provides emergency lighting where needed for disaster operations.
 - viii. Coordinates the use of emergency power generators with the EOC and Incident Command.
 - ix. Furnishes available heavy equipment and personnel to other City Departments.
- 4. Water and Wastewater Department - Superintendent
 - a. Water Division
 - i. Can assess each house individually.
 - ii. Maintain water pressure and uncontaminated water supply.
 - iii. Where possible, ensures an adequate water supply to the fire hydrants in case of major fire.
 - iv. Is prepared to isolate the water system where there is a possibility of contamination from a hazardous materials spill.
 - v. Repairs the water tower and/or mains, as prioritized; isolates ruptured or damaged mains until repairs can be made.

- vi. Coordinates water testing with the State Health and Human Services System.
- vii. Provides potable emergency water supply.
 - a. Locates suitable containers; fills with uncontaminated, potable water.
 - b. Distributes water to locations as coordinated by the EOC; is aware of prioritized facilities needing water such as the hospital or care facilities.
- viii. Safety inspects the water system.
- b. Wastewater Division
 - i. Maintains the sanitary sewer operations.
 - ii. Is prepared to isolate in-flow if the incident involves a hazardous materials spill into the waste system.
 - iii. Safety inspects the wastewater system if damaged from the disaster.
 - iv. Contracts for portable toilets and for their maintenance.
- c. Both Water and Wastewater Divisions
 - i. If not being utilized, may be required to furnish equipment, such as vehicles, and personnel to other City Departments.
 - ii. Sends one person to EOC briefings to represent both Divisions; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
- 5. Parks and Recreation Department – Director (if applicable)
 - a. Surveys damage to parks.
 - b. Reports to the City Administrator/Mayor for disaster work assignment.
 - c. If not being utilized, furnishes equipment/personnel to other City Departments; will primarily assist Street Department.
 - d. Will attend or be represented at EOC briefings; informs the EOC/City Administrator/Mayor of any problems in disaster clean-up/repair.

6. Landfill Operation

The City Administrator/Mayor will primarily be responsible for coordinating disposal of disaster debris and will work with the Street Department in accomplishing this function. The following may be some of the requirements for disaster operations:

- a. Meet the demand for greater disposal operations by:
 - i. Requesting an extension of hours as needed for debris disposal.
 - ii. Requesting signs or guides in the landfill area to organize disposal efforts.
- b. Obtain permission from Nebraska Department of Environment and Energy for normally unauthorized items (to the extent possible) to go to the landfill; find alternatives for disposal of unauthorized items.
- c. Maintain a "salvage depot" for recovered, unclaimed damaged property which is removed from public or private property.
- d. In coordination with other affected City Departments, the EOC, and Incident Commander establishes temporary site(s) for debris disposal/storage, separation, storage, recycling.
- e. Will establish an additional temporary tree-burning area, if the one "permitted" burn site is not adequate.

V. EMERGENCY OPERATIONS CENTERA. Mayor/City Council (LEOP - Annex A)

Responsibilities of the Mayor and City Council during disaster operations may include, but are not limited to:

1. Making executive decisions; establish effective disaster response policy.
2. Exercising emergency powers; provide policy decisions.
3. Signing the Disaster Declaration.
4. Exercising the final authority on subjects such as:
 - a. Curfews
 - b. Price restrictions

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- c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
5. Approving emergency legislation for the city.
 6. Activating the EOC; notifying the Emergency Manager
 7. Emergency Public Information (LEOP - Annex D)
 - a. The Mayor will ensure that the public is given timely and accurate information through the Public Information Officer (PIO).
 - b. The Mayor will designate a PIO at the time of the disaster if one is not appointed.
 - c. The PIO will establish an Information Center to:
 - i. Release emergency directions and information to radio, television and newspaper.
 - ii. Work with outside media sources, providing timely, accurate information at scheduled media briefings or as the situation dictates.
 - iii. Maintains liaison with the EOC and the Incident Commander to stay abreast of current information.
 - iv. Serves as the source through which the media will gain access to public officials, if required.
 - v. Provides current and accurate information to the general public making inquiries.
- B. City Administrator (or Mayor if no City Administrator) (city clerk in **Minatare**)

The City Administrator is the administrative head of the city government and works under the direction of the Mayor who has final authority for all City Departments. The City Administrator may be delegated responsibility by the Mayor and Council to coordinate with the Emergency Management Director in providing unified management of the direction and control functions for disaster response and recovery and for support of the Incident Command. The City Administrator's responsibilities may include, but are not limited to:

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1. Coordinating with the Mayor/City Council members, the Emergency Management Director and the Incident Commander during disaster operations.
2. The City Administrator will be alerted of a disaster situation by the dispatcher or Emergency Management Director; normally, the City Administrator will, in turn, call the Mayor.
3. Activating the EOC.
4. Reporting to the EOC to monitor the disaster incident through situation reports and data coming into the EOC; visiting the various areas of the disaster, as necessary.
5. In conjunction with the Emergency Management Director, determining EOC staffing.
6. Providing over-all coordination of all City Departments and purchasing for handling the disaster effort.
7. In conjunction with needs of Field Operations and Emergency Management:
 - a. Recruiting any city personnel not involved in disaster response who could assist in emergency duties.
 - b. Forming a clerical pool and provide any other support personnel needed to staff the EOC - may include recording disaster events, maintaining status boards, word processing, answering inquiries, telephoning, etc.
8. Maintaining current inventory and resource list of emergency equipment and supplies.
9. Coordinating citywide resources that may be used in disaster response/recovery.
10. Coordinating with the City Attorney on any legal emergency matters.
11. Responding to official inquiries.
12. If a number of public buildings and/or streets have been affected by the disaster, assisting in prioritizing the return to service.
13. Coordinating with the Building Inspector in recovery and rebuilding efforts.

14. Ensuring the Building Inspector has designated someone to photographically document damage should there be a later application for state or federal assistance.
 15. Designating appropriate staff to photograph debris piles before disposal.
 16. In conjunction with the Clerk/Treasurer, ensuring that the City Clerk/Treasurer documents expenses for the disaster including the donation of supplies, equipment, services and volunteer labor.
 17. Assisting the Emergency Management Director in determining the location(s) for the distribution of potable water and requesting the Water Department to provide potable water to the public; then through the Public Information Officer, notifying the public of the availability and location(s) of water.
 18. Working with the Emergency Management Director in providing liaison with local contractors, businesses, and industries to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required in the disaster situation.
 19. Advising disaster victims of temporary emergency housing.
 20. Establishing a point of contact for cash donations from the community for disaster victims/efforts and establishing guidelines in distributing the money. Also maintain an accepted, standardized accounting system to track appropriate financial donations.
 21. Maintaining a "salvage depot" for unclaimed items.
- C. City Emergency Management Liaison or City Administrator in conjunction with the Region 22 Emergency Management Director

The City Emergency Management Liaison will act as a disaster operations advisor to the Mayor and City Council. In performing the direction and control function for coordinating disaster operations, the Emergency Management Liaison will work closely with the City Administrator or Mayor. If the city has not named an Emergency Management Liaison, the City Administrator will be responsible for these duties. Either the Liaison or the Administrator will work closely with the Region 22 Emergency Management Director. Disaster operations duties for the Emergency Management Liaison may include, but are not limited to:

1. Being responsible for the EOC readiness to include adequate communications systems, status/ICS boards, maps, office supplies/equipment, printed logs/forms, alternate power or an alternate location.

2. Activating the EOC (normally called by the Scotts Bluff County Communications Center); assumes overall operational management and coordination for the support of emergency functions of the disaster response and recovery.
3. In conjunction with the City Administrator/Mayor, determining who is needed on the EOC Staff.
4. Maintaining a current call-down list of EOC Staff with an established procedure for calling in the Staff.
5. Coordinating additional communications support, such as amateur radio operators, staff to take calls for "rumor control", etc.
6. Tracking and recording disaster events electronically, or on a status board or flip chart; plotting areas of destruction on maps; staff from the City Clerk/Treasurer's may be assigned this function.
7. Conducting EOC briefing(s) to coordinate disaster response/recovery efforts; determine with executives how often briefings are needed.
8. Coordinating with the City Departments as well as local businesses, private groups, volunteers, and adjacent jurisdictions called for mutual aid and with Scotts Bluff County government if the situation dictates.
9. Requesting the Public Information Officer to provide emergency information to the public concerning an evacuation.
10. Coordinating transportation that may be required for evacuation.
11. Advising in the selection of assembly points for transportation.
12. Coordinating shelter operations with the American Red Cross.
13. Recommending that the Mayor/Council declare an emergency; preparing the Disaster Declaration for the signature of the Mayor and the witness of the Clerk.
14. Coordinating with the City Attorney on any legal emergency matters.
15. Coordinating with the ARC/Social Services/Area Agency on Aging on disaster needs of individuals to provide necessary outreach services and assistance in recovery.
16. Coordinating staging areas with Field Operations.
17. Disseminating Identification cards for:

- a. Emergency workers
 - b. Volunteers
 - c. Disaster area residents
 - d. Appointed/elected officials
18. Coordinating with the City Administrator in determining potable water distribution locations; assuring that the public is notified concerning the availability and location of water.
 19. Working with the City Administrator in providing liaison with local contractors, businesses and industry to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required.
 20. Making formal requests to the next higher levels of government for assistance if the disaster response is beyond the capability of the City.
 21. Providing pre-event training opportunities for personnel who will respond to a disaster.
 22. Reviewing and updating this Plan for the cities annually.

D. City Attorney

1. Reviews the Nebraska Emergency Management Act and provides emergency legal counsel to city officials on subjects such as:
 - a. Curfews
 - b. Price restrictions
 - c. Standards for contractors, craftsmen to ensure disaster victims are not further victims of unscrupulous practices
 - d. Temporary waivers for land use
 - e. Other related legal duties
2. Drafts emergency legislation for the city.
3. Provides assistance in negotiating contracts for emergency services.

E. Building Inspector (LEOP - Annex C)

1. May coordinate or assist the Debris Manager in damage assessment of:
 - a. Public entities
 - b. Homes
 - c. Businesses
2. Compiles information to define the property appraisals/values and insurance coverage as well as damage sustained.
3. Works with the American Red Cross damage assessment team to assure all homes have been surveyed for damage.
4. In conjunction with the City Administrator, assures someone is designated to photograph and record public and private damage should there be an application for state or federal assistance.
5. Compiles all damage assessment reports into a summary document for use by the EOC Staff.
6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
7. Prepares demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.
8. Assures that rebuilding is in compliance with the City's master development plan.
9. Coordinates first with local contractors/lumber yards to restore damaged public facilities.
10. Coordinates with the City Administrator in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.
11. Contracts, with the approval of the City Administrator, for needed structural engineering services.
12. Coordinates, as necessary, with the City Electric Superintendent on the safety inspections of the electric systems on damaged public buildings.
13. Ensures that all incoming contractors register through the Building Inspector's office.

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F. City Clerk/Treasurer

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:
 - a. Labor (regular and overtime, temporary help and volunteer time).
 - b. Equipment usage, rentals, repairs due to the disaster.
 - c. Materials (to include parts and supplies used from the City's inventory) and
 - d. Accounts for the reception and disbursements of all appropriate financial aid, equipment, supplies, volunteer labor and donations.
3. Coordinates with the Purchasing Officer in assigning (at the time of the disaster) an account number for emergency expenditures.
4. Provides financial statistics and summaries for the cost of the disaster, when requested.
5. In conjunction with the City Administrator, prepares the necessary documentation required for state and federal disaster assistance applications.
6. In initial disaster response, may assist at the Communications Center.
7. Provides staff for the EOC to track and record disaster events.
8. Work as or closely with the Volunteer Coordinator at the Scotts Bluff County Volunteer Center. Procedures are outlined in Appendix 1 to Annex L.

G. Purchasing Officer

1. Makes emergency purchases, as required.
2. When the Mayor declares a disaster, implements the policy that delegates authority to department superintendents to purchase or lease emergency supplies and/or equipment.
3. Coordinates with the City Clerk/Treasurer in assigning department superintendents an account number for emergency expenditures.

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**VILLAGES
OF
HENRY, LYMAN, McGREW,
MELBETA, and MORRILL**

**OPERATIONS
PLAN**

**FOR
DISASTER
RESPONSE
AND
RECOVERY**

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**VILLAGES of
 HENRY, LYMAN, McGREW, MELBETA, and MORRILL
 EMERGENCY OPERATIONS PLAN**

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VILLAGES of HENRY, LYMAN, McGREW, MELBETA, and MORRILL

EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Villages of HENRY, LYMAN, McGREW, MELBETA, and MORRILL as well as for the first responders and any support groups. This Plan identifies their roles and responsibilities in disaster response and recovery.

Each Annex in the SCOTTS BLUFF County Local Emergency Operations Plan (LEOP) details and supports this jurisdiction's Plan. For example: general procedures for disaster response to fires and hazardous materials are defined in Annex F. The additional information in this plan under Field Operations for the Fire Department gives further specific guidelines for each Village.

It is in the best interest of the Villages of HENRY, LYMAN, McGREW, MELBETA, and MORRILL, that the named key officials meet at least once a year and after each disaster to review the Plan with the Region Emergency Manager to determine that the Plan is current and reflects the roles and responsibilities as defined by statutes, resolutions and field operations.

RESPONSIBILITY FOR DISASTER OPERATIONS

The responsibility for the welfare of the residents during a disaster rests with the Village Board Chairperson and the Village Board. The Village Board Chairperson will be responsible for both the coordination and management of prevention preparations and the coordination and management of disaster support operations and recovery. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster, RSS Nebraska Emergency Management Act 1996, Section 81-829.46).

OVERVIEW OF DISASTER OPERATIONS

Warnings: Whenever possible, the public will be alerted to threats or potential disasters. (Annexes B, D).

Field Operations: In a disaster, lifesaving activities and the preservation of property are the priorities of the elected officials and the first responders.

Emergency Operations Center (EOC): An EOC will likely be opened at the Village Fire Hall or Village Hall to provide officials a site for coordination and support of the disaster operations. Area and local support agencies will generally work from the EOC. A

secondary EOC may be opened at the Region 22 Emergency Management EOC located in the Scottsbluff Public Safety Building at 1801 Avenue B in Scottsbluff and can be used for disasters or incidents occurring in any of the Cities, Villages, or rural areas in Scotts Bluff or Banner Counties **and as the primary EOC for any incident affecting more than one jurisdiction**. This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.

Incident Command: First Responders will use the National Incident Management System (NIMS) by establishing Incident Command. EOC staff, to include the chief elected officials, will also follow NIMS protocols.

I. WARNINGS (Annex B)

- A. Severe Weather Spotting Program: National Weather Service in Cheyenne, Wyoming will usually ask the County Communications Center to activate spotters when severe weather is a possibility. The County Communications Center will page out the request to weather spotters. Spotters are primarily from Fire/EMS Departments and are equipped with radios. There are no designated spotting locations in and around SCOTTS BLUFF County. Spotters radio their reports to the Scotts Bluff County Communications Center. The Scotts Bluff County Communications Center will advise the Emergency Management officials, as well as the National Weather Service, of conditions.
- B. Citizens may also be alerted of danger by outdoor sirens or public address systems on emergency vehicles. If necessary, warnings may be given door-to-door if time allows.
- C. Emergency information can be broadcast over radio station(s) KNEB AM/FM, KOLT AM, KETT FM, KOAQ AM, KOZY FM, KHYY, FM, KMOR FM and television station(s) KDUH-TV and KSTF-TV
- D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional needs populations.

II. INCIDENT COMMAND and FIELD RESPONSE (Annex A)

- A. The first emergency responder to arrive at the scene will become the initial Incident Commander and expand/transfer the incident Command as the situation warrants; following NIMS protocols.
- B. Emergency communications and warnings for HENRY, LYMAN, McGREW, MELBETA, and MORRILL and SCOTTS BLUFF County are handled through the Scotts Bluff County Communications Center in the Scotts Bluff County Administration Building located in Gering, Nebraska. The Scotts Bluff County Communications Center will give emergency information via pagers and radios to the first responder agencies, including Law Enforcement, the

individual Fire Departments, EMS and the Region 22 Emergency Management personnel. Attachment 2, Annex B lists the frequencies used.

- C. The Incident Command must let the EOC know what is needed for disaster operations.
- D. The Incident Commander will request mutual aid through the Scotts Bluff County Communications Center.

III. LAW ENFORCEMENT (Annex H)

- A. Law Enforcement personnel can communicate by radio with the Scotts Bluff County Communications Center, the Incident Command Post, the EOC and the Fire & Rescue Departments.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and following NIMS protocols, expands/transfers the Incident Command as the situation warrants.
- C. Evacuation
 - 1. People will be notified in the event that evacuation is necessary. The Village Board Chairperson can order an evacuation. The Incident Commander at the scene will, if time allows, consult with the Village Board Chairperson in situations requiring immediate evacuation. If the impacted area has a critical threat or is life-threatening to the population or environment, the Incident Commander may order an evacuation.
 - 2. If residents need transportation during the evacuation, they may call the Communications Center who will relay the request to the Region 22 Emergency Manager or the Emergency Operations Center. If the EOC has not yet been opened, the Communications Center will call the Incident Commander. Transportation resources are listed in Annex L of the Scotts Bluff County LEOP. In the field, if the Incident Commander sees the need for transportation during evacuation, he will notify the EOC for coordination and support.
- D. Law enforcement will work with other First Responders in search and rescue.
- E. Security of the Disaster Area.

Security may be needed at all the highway points leading into HENRY, LYMAN, McGREW, MELBETA, and MORRILL. The Nebraska State Patrol and mutual aid law enforcement can help with security.

- 1. Roadblocks and barricades: Local resources will be used first, then other city/village/county/state roads departments may be asked to help. The

Incident Commander or Law Enforcement will contact the Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in HENRY, LYMAN, McGREW, MELBETA, and MORRILL. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Region 22 Emergency Management Director or designee will distribute identification cards from the EOC or at the disaster access points.

IV. FIRE DEPARTMENT (Annex F)

- A. Fire Department personnel can communicate by radio with the Scotts Bluff County Communications Center, the Incident Command, the EOC, Law Enforcement and EMS as well as with each other.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and following NIMS protocols, expand/transfer the Incident Command as the situation warrants.
- C. The Fire Department will coordinate with other First Responders in search and rescue.
- D. Hazardous Materials Response (Annex F, Appendix 1).
 1. The Incident Commander will notify the Scotts Bluff County Communications Center if assistance is needed in responding to a hazardous materials incident. The Communications Center will first call for mutual aid assistance from Scottsbluff Fire Department's HazMat Team. If unavailable, then they will call for a State Emergency Response Team (SERT) through the NE State Patrol (402) 471-4545.
 2. The Incident Commander will determine if the incident poses a threat to people and/or property and will determine if an evacuation is necessary.
 3. Hazardous materials, including radiological, in SCOTTS BLUFF County are listed in Annex F, Appendix 1, Attachment 1.

V. EMERGENCY MEDICAL SERVICES (EMS) (Annex G)

- A. EMS personnel can communicate by radio with the Scotts Bluff County Communications Center, the Incident Command, the EOC, Law Enforcement, Fire Departments, and with each other.

- B. The first emergency responder to arrive at the scene will become the Incident Commander and expand/transfer the Incident Command as the situation warrants; following NIMS protocols.
 - C. EMS will work with other First Responders in search and rescue.
 - D. One person may be dedicated to radio communications; another may be needed to set up triage.
 - E. After triage, victims can be transported to the nearest receiving hospital(s).
- VI. PUBLIC WORKS/UTILITIES (Annex K, Annex C)
- A. The Public Works/Utilities Supervisor will maintain communication and coordination with the Executive Board, the Incident Command and the EOC during the initial response activities through the final restoration of services.
 - B. Utilities will provide personnel for emergency repairs.
 - C. Village street maintenance crews will clear emergency routes for the initial disaster response and will begin debris removal. The Scotts Bluff County Bridge/Road/Flood Control Department may be contacted for additional help.
 - D. The Village Board Chairperson will authorize a tree dump as approved by DEQ. Arrangements can be made to separate, recycle, store and discard debris at a later time.
 - E. The primary list of heavy equipment and resources for disaster operations is in Annex L, Attachment 2.
- VII. EMERGENCY OPERATIONS CENTER (EOC) (Annex A)
- A. THE EOC NEEDS TO BE THE ONE POINT OF CONTACT IN COORDINATING AND SUPPORTING THE INCIDENT COMMAND DURING DISASTER RESPONSE AND RECOVERY OPERATIONS. Not only will the Incident Commander work with the EOC, but also regular briefings will be held for Command, General and EOC Staff. The Chief Elected Official in coordination with the Incident Commander, schedule these meetings.
 - B. Direction and coordination of the disaster response and recovery support operations will be administered from the EOC.
 - C. The Village Board Chairperson has the primary responsibility and authority, by law, for disaster operations coordination. The Village Board Chairperson line of succession is to the President of the Village Board.

- D. The Emergency Operations Center (EOC) will be set up in the HENRY, LYMAN, McGREW, MELBETA, or MORRILL Fire Hall or Village Hall, if not damaged and if available at the time of the disaster. There is no auxiliary power at the EOC. A generator will be needed, either from the Fire Department or from another source. A secondary EOC may be opened at the Region 22 Emergency Management EOC located in the Scottsbluff Public Safety Building at 1801 Avenue B in Scottsbluff and can be used for disasters or incidents occurring in any of the Cities, Villages, or rural areas in Scotts Bluff or Banner Counties **and as the primary EOC for any incident affecting more than one jurisdiction.** This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.
- E. The Region 22 Emergency Management Director will work under the Village Board Chairperson's direction in carrying out disaster coordination and support duties. Other staff that may be called upon to work in the EOC are the:
1. Communications dispatch (2-3 people),
 2. Public Information Officer,
 3. Representatives from Law Enforcement, Fire, EMS, and Utilities,
 4. Village Clerk,
 5. Village Board Member(s), and
 6. Representatives from support agencies as needed.
- F. The Emergency Management Liaison from any Village, Region 22 Emergency Management Director and/or the Village Board Chair can open the Emergency Operations Center. The Director will inform the Nebraska Emergency Management Agency (NEMA) in Lincoln that the EOC has been opened.
- G. The Region 22 Emergency Management Director will call in personnel to work the disaster. The Emergency Management Director will coordinate and work with all responding agencies.
- H. A telephone list of officials and personnel is found in Annex A, Attachments 1 and 2 of the county LEOP.
- I. The Village Board Chairperson will declare a Disaster when assistance is needed beyond the capability of HENRY, LYMAN, McGREW, MELBETA, or MORRILL to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid

groups. The Region 22 Emergency Management Director will send a copy of the Disaster Declaration to NEMA as soon as practical.

VIII. COMMUNICATIONS at the EOC (Annex B)

Coordination between the EOC, the Incident Command Post and the first responders is essential. The communications capability at the EOC includes mobile and fixed radios, landline and wireless telephone, Internet, and messengers. Additional communications assistance may be available from the Nebraska Emergency Management Agency and/or the Nebraska State Patrol Mobile Command Post.

IX. EMERGENCY PUBLIC INFORMATION (Annex D)

- A. The Village Board Chairperson, the Incident Commander, Public Information Officer or the Region 22 Emergency Management Director serving as an alternate, will release official public information. This Public Information Officer will work at the EOC, coordinating with the Village Board Chairperson, Emergency Management, and the Incident Commander.
- B. The Chief Elected Official must approve the public information being released.
- C. Official information or instructions to the public may be broadcast over radio station(s) KNEB AM/FM, KOLT AM, KETT FM, KOAQ AM, KOZY FM, KHYY, FM, KMOR FM and television station(s) KDUH-TV and KSTF-TV and Cable Interrupt through Charter Communications.
- D. If needed, the Public Information Officer will conduct briefings with the media to update them on the latest disaster events.
- E. A telephone line may be set up to receive calls from the public concerning the disaster. The Public Information Officer will be responsible for this "rumor control" line.
- F. Emergency information could also be released through the Nebraska Emergency Alert System (EAS). SCOTTS BLUFF County is in Area 5 of the EAS network (Annex B).

X. SHELTERING (Annex I)

- A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Region 22 Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. Red

Cross will open shelters under the direction of the Region 22 Emergency Management Director.

- B. Emergency Management will alert the Incident Commander and the Public Information Officer which shelters have been opened and which streets are cleared to the shelters.
- C. A list of shelters in HENRY, LYMAN, McGREW, MELBETA, and MORRILL is in Attachment 1 to Annex I.

XI. RESOURCES (Annex L)

- A. The Chief Elected Official is responsible for obtaining additional resources needed to respond to the disaster. The First Responders in the field may make resource requests to the EOC.
- B. The County Road Department and/or the Region 22 Emergency Manager maintain (s) a list of heavy equipment, transportation resources, generators, and specialized teams or services that can be used in disaster operations. Resources available to the county are listed in Attachments 1, 2, Annex L.
- C. The Region 22 Emergency Management Volunteer Reception Center may be appointed as the Volunteer Coordinator in HENRY, LYMAN, McGREW, MELBETA, and MORRILL. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

- A. The Rapid Assessment Team, under the direction of the City of Scottsbluff Development Services Code Administration Officers, will provide the initial damage assessment to the Region 22 Emergency Management Director at the EOC. The Scotts Bluff County Assessor will serve as the Damage Assessment Coordinator for the formal Preliminary Damage Assessment and will compile and report to the EOC all of the damage information gathered. The Incident Status Report (OMS-1) form can be found in the Scotts Bluff County LEOP in Annex A, Attachment 3.
- B. Damage assessment starts as soon as lifesaving efforts are completed.
- C. Damage Assessment for the following areas will be completed by:
 - 1. Public Facilities: Public Works,
 - 2. Residences: Insurance Adjusters, Insurance Agents, and
 - 3. Businesses: Insurance Adjusters, Insurance Agents.

XIII. HEALTH and HUMAN SERVICES (Annex G)

The coordination of all public welfare and human needs after a disaster will be provided from such organizations as the Scotts Bluff County Health Department, Nebraska Area Agency on Aging, the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

Region 22 Emergency Management along with the Scotts Bluff County Health Department will be responsible for addressing public health issues, including counseling services.

XV. FINANCIAL ACCOUNTABILITY

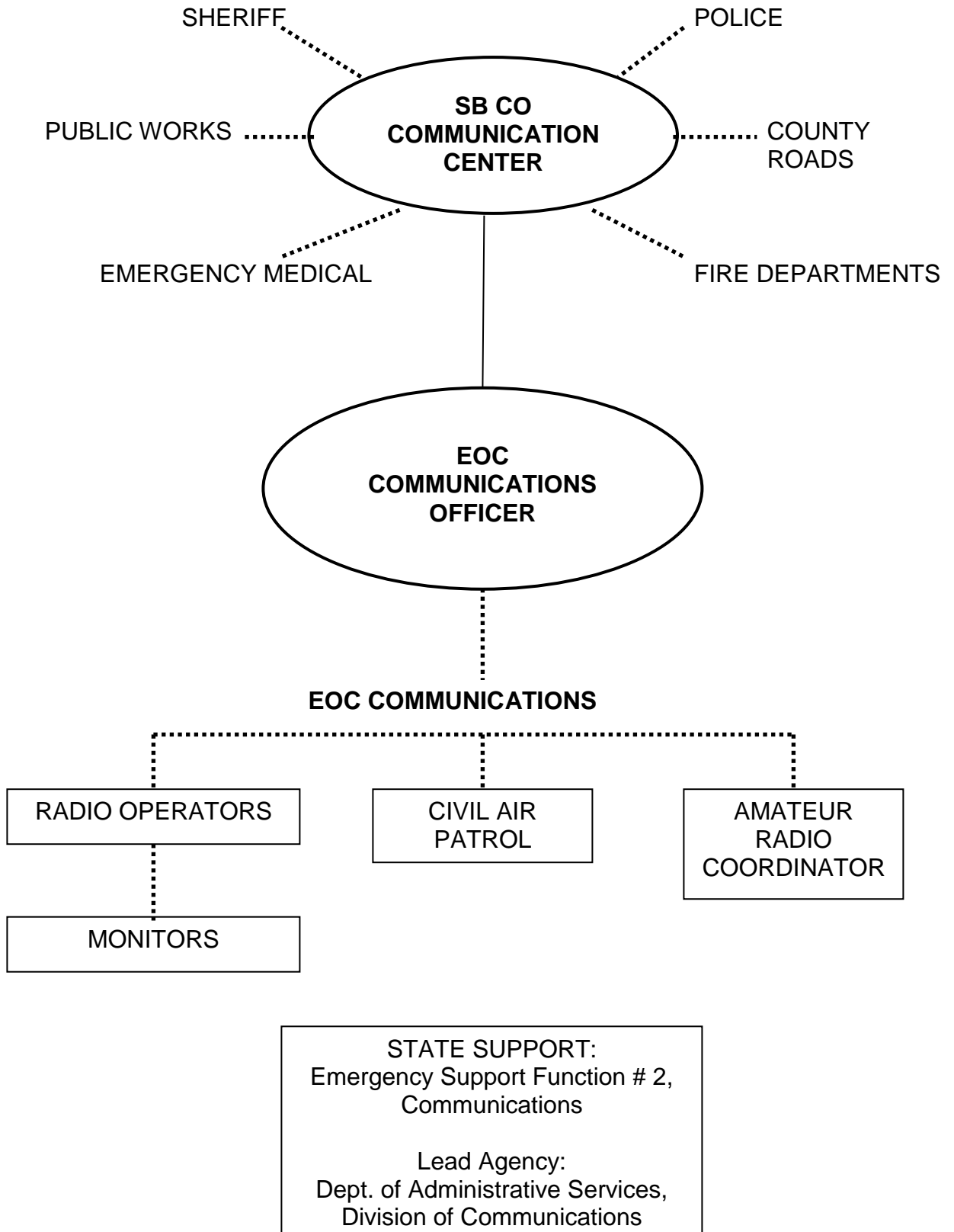
The HENRY, LYMAN, McGREW, MELBETA, and MORRILL Village Clerks will be responsible for tracking all disaster expenses for their village, including overtime for paid personnel, supplies used, emergency purchases/rentals/contracts. Also an accounting system will track all donations of supplies, material, equipment, mutual aid support and volunteer labor for the duration of the event.

XVI. WHEN the DISASTER is BEYOND LOCAL CAPABILITIES

- A. When local resources are not sufficient for the disaster response needs, the Chief Executive may request assistance from SCOTT'S BLUFF County and from the Region 22 Emergency Management Agency. If, in the determination of county officials, county resources and mutual aid are not adequate to cope with the situation, assistance may be requested from the Nebraska Emergency Management Agency by calling toll free 1-877-297-2368.
- B. A telephone list for officials, first responders, and support groups is found in Annex A, Attachments 1 and 2.

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COMMUNICATIONS AND WARNING



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COMMUNICATIONS AND WARNING

I. PURPOSE

This Annex provides information and guidance concerning available communications and warning systems within SCOTTS BLUFF County and the inter-operability with others beyond the county border. The communications and warning systems are discussed, and procedures for their use during emergency operations are outlined.

II. SITUATION

The Scotts Bluff County Communications Center is located in the lower level of the Scotts Bluff County Administration Building in Gering. The Gering and Scottsbluff Police Department are staffed on a 24-hour basis. The SCOTTS BLUFF County Sheriff's Department is on call after 2:00 AM. Sufficient communications and warning equipment is available to provide communications necessary for most emergency situations. In disasters, augmentation may be required.

- A. Hazards vary in predictability and speed of onset; therefore, time available for warning may vary from ample to none.
- B. Scotts Bluff County has several facilities requiring specific warning that a hazard exists. Emergency response vehicles may be needed to help warn these facilities.
- C. Agreements exist between the United States, Russia, and other countries to reduce the risk of nuclear war because of an accidental, unauthorized, or other unexplained incident involving a nuclear weapon. The National Warning System (NAWAS) would broadcast any warnings if such an unlikely incident threatened the United States.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Communications and warning are vital to the effective and efficient preparedness, response and recovery activities during emergency operations.
- B. Some people that are directly threatened by a hazard may ignore, not hear, or not understand the warnings issued.

- C. Volunteer radio groups such as Civil Air Patrol and local/regional amateur radio clubs may respond to Scotts Bluff County upon notification of a disaster by request from officials.
- D. Cyber-attacks on governmental communication systems, computers, smartphones, cellphones, etc. are increasing. Such attacks may disrupt operational and recovery operations and may have a negative impact on the community economic restoration.
- E. The EOC staff, first response agencies and the Communications Centers have formalized and tested communications restoration and recovery plans to cover the loss of power, computer disruptions, loss of transmission towers, etc.

IV. ORGANIZATION and RESPONSIBILITIES

The communications and warning function is directed and coordinated by the Scotts Bluff County Communications Director (with the exception of Nebraska State Patrol and Regional West Medical Center. They operate from separate facilities).

- A. Each agency's or emergency service's Communications Officer is responsible for the supervision of all activities within their respective communications center.
- B. Each agency will provide sufficient cyber security awareness and security training to the users of the communications and warning equipment as well as providing cyber protection to the equipment and systems.
- C. Each entity will maintain a current roster of personnel for recall on short notice.
- D. Emergency Management Communications assists jurisdictions by recruiting and coordinating amateur radio, Civil Air Patrol, and Business Band radio operators and their equipment.

V. CONCEPT of OPERATIONS

A. Communications

1. The Emergency Operation Center (EOC)

- a. The EOC is equipped with adequate communications equipment to transmit and receive pertinent information. See Attachment 1 for communications capabilities.

- b. In the event of commercial power failure, a 300 kW auxiliary generator with a 300 gallon above-ground fuel supply will provide power for essential equipment in both the EOC and communications center for 72 hours without refueling
 - c. Telephone service during emergency operations is accommodated through six (6) dedicated lines in the Region 22 Emergency Management EOC to the local telephone exchange. Fifty (50) additional lines are readily available. The building is ported for up to two hundred (200) lines that can be activated. Offices surrounding the EOC that have dedicated lines and telephone numbers assigned to them can also be used during EOC activation.
 - i. Cellular phones will quickly fail due to system overload or loss of one or more cellular towers in or near the county. Prior arrangements with the cellular provider(s) may enable the use of selected cellular phones.
 - ii. The Executive Group and/or the Communications Coordinator shall establish the priority of service restoration, both cellular and non-cellular.
2. SCOTTS BLUFF County Communications Center (911)
- a. The Scotts Bluff County Communication Center is located in the Lower Level of the Scotts Bluff County Administration Building, Gering, and provides services to various public safety agencies, including the city/village law enforcement and the Scotts Bluff County Sheriff. Radio frequencies used on a daily basis are listed in Attachment 1.
 - b. The SCOTTS BLUFF County Communications Center is a warning point in the National Warning System (NAWAS). Warnings will be received via the NAWAS distribution system to include the National Weather Service's severe weather warnings.
 - c. The Scotts Bluff County Communications Center has interoperable communication links with the surrounding counties of Banner, Sioux, and Morrill.
3. City of Scottsbluff Backup Communications
- a. The City of Scottsbluff is equipped with basic communications in the event the County Communications Center is destroyed or out of service. Its location is in the Scottsbluff Public Safety Building adjacent to the Region 22 Emergency Management Emergency

Operations Center (EOC). Radio frequencies used on a daily basis are listed in Attachment 1.

- b. The Scottsbluff Public Safety Building is equipped with a 300 kW generator to continue operations should a power outage occur.

4. SCOTTSS BLUFF County Sheriff's Office

- a. The Scotts Bluff County Sheriff's Office is located on the 2nd Level of the County Administration Building. The frequencies used on a daily basis are listed in Attachment 1.
- b. The Sheriff's Office has an operational room with radios which is connected to the emergency power generator. This operational room would allow for some normal operations to continue during a power outage.

5. Nebraska State Patrol

- a. The Nebraska State Patrol Troop headquarters is located at 4500 Avenue I in Scottsbluff and provides service to SCOTTSS BLUFF County. The frequencies used on a daily basis are listed in Attachment 1.
- b. The NSP, cooperating with local, state and federal law enforcement agencies, will provide essential information to the county, city and village agencies that may be involved with a situation, on a 'need to know' basis from the State Fusion Center.
- c. The Nebraska State Mobile Command Post can provide communications resources with an emphasis on law enforcement operations. By using programmable equipment it will be capable of transmitting and receiving within the following ranges:
 - i. VHF Low Band 29.7 to 50.0 MHz.
 - ii. VHF High Band 148.0 to 174.0 MHz.
 - iii. UHF 450.0 to 470.0 MHz.
 - iv. 800 MHz radios 700 to 800 MHz.
 - v. VHF High band, UHF band and the Motorola 800 radios are capable of narrow or wide band operations, analog or digital, conforming to P25 standards.

- vi. EDACS 800 radios for operation on City of Lincoln/Lancaster County or RACOM networks in the Norfolk area.

6. Regional West Medical Center

- a. The Regional West Medical Center Hospital has sufficient dedicated electronic communications equipment for day-to-day medical surge activity. The equipment includes: two-way radios, cell phones, satellite phones, wireless, Citizen Band, HAM, Health Alert Network, Telehealth Network.
- b. The medical communications system includes plans for continuity of operations (COOP) in the event of power outages, disruption or lack of access to the facility (storm damaged) and after hours. The system designated the protocols and SOPs for Incident Management, EMS and other first response, coordination with the EOC, and region inter-connectivity during a disaster. The communications systems also includes a plan for implementing a Joint Information Center with the EOC, elected officials, field responders, support agencies and regional health care facilities.

7. Other Jurisdictions

Communication capabilities exist in other jurisdictions within the County and are listed in Attachment 1. Regional capabilities are also listed.

8. Amateur Radio

The Tri-City Amateur Radio Club may support Scotts Bluff County by providing additional communications to support the Emergency Management response and recovery operations. An amateur radio station is located in the Radio Room next to Scotts Bluff County Communications. They may also relocate with their equipment to the designated operating location. The Amateur Radio Emergency Coordinator will run the station.

9. Civil Air Patrol

During a disaster, members of the Nebraska Wing of the Civil Air Patrol can support the County disaster relief operations with VHF and UHF frequency radio, as well as assist with damage assessment, disaster welfare inquiries and aerial reconnaissance/damage assessment.

11. Communication Systems Maintenance, Testing and Protection

Local provisions are in place to provide professional maintenance, repair and periodic operational tests of all communications systems, including outdoor warning system and other electronic media and computer communications systems. Immediate corrective actions for any problems identified are completed.

B. Warning

1. The National Warning System (NAWAS) is a Federal system of high priority, dedicated communications.
 - a. The Nebraska NAWAS System is that part of the National Warning System within the State.
 - b. The Nebraska Emergency Management Agency Communications Officer is responsible for the operation of the Nebraska system. The telephone company performs maintenance.
 - c. The State Warning Point is at the Nebraska State Patrol Dispatch at the Joint Forces Headquarters (JFHQ) in Lincoln, and the State Emergency Operating Center (NEMA) is designated as the Alternate State Warning Point.
 - d. Although warning information can originate from several sources, all relevant warning information is passed via the NAWAS system to all warning points within the State. This system is outlined on Attachment 4, the Nebraska Emergency Management Warning Network.
2. Notification of Officials
 - a. The Scotts Bluff County Communications Center will alert city/county officials, the Region 22 Emergency Management Director and others on the County EOC staff immediately after initiating public warning.
 - b. Pagers are utilized to provide warning to various governmental and non-governmental agencies. Pagers are activated by the Scotts Bluff County Communications Center.
3. Warning the Public
 - a. The Scotts Bluff County Communications Center will provide warning to the public by activating all fixed sirens in the County, either simultaneously or individually.

- b. The authority to activate the sirens in Melbeta, Minatare, Mitchell, and Morrill rests with the individual Fire Chief or other designated official when they feel that sounding of the sirens is in the best interest of the community. Sirens are intended for out-of-doors warning only.
- c. Public warnings may also be provided by loudspeakers or sirens on emergency vehicles or by immediate broadcast via radio station(s) through the EAS (Emergency Alert System). KNEB is the EAS Station. The other radio stations activate after receiving the information through EAS. KDUH Television and the Charter Cable System will also warn through the same system.
- d. Scotts Bluff County has a Panhandle Alert Mass Notification Warning System powered by Rave Mobile Safety. It is an "Outbound 911 Warning System" whereby we can alert certain lists or map areas or even the entire county by placing calls to residents of an affected area. Primary and Alternate persons are assigned. They have the authority to activate the system on the internet by using special logins and passwords.

4. Tornado Watch

Scotts Bluff County has an established severe weather spotter program with assistance from rural spotters, amateur radio, fire services, and law enforcement personnel. Reports from the spotters are made to the Scotts Bluff County Communications Center, who, in turn, activates the total warning system. Through NAWAS or phone contact to the Cheyenne National Weather Service, NWS will activate the area Emergency Alert Radios. If the phone lines to the communications center are busy, the alternate agency to notify is the Nebraska State Patrol.

5. Flood Watch/Warning

- a. Emergency Preparedness Plans for the Gering Valley Watershed have been developed by the North Platte Natural Resources District. These plans include Notification Lists whereby the County Sheriff will contact residents in the area and agencies involved should a hazardous situation occur (reference Annex E, Appendix 1 for operational procedures). If phones are operational, the Panhandle Alert Warning System could be used to notify the residents of the area.
- b. The National Weather Service (NWS) monitors conditions that may lead to flooding, i.e., ice dams, rainfall, and snow melt. NWS may also contact observers such as local law enforcement, fire services, county road and bridge and amateur radio operators to make local

assessments of river or stream conditions or to report data from the non-automated river gauges. Based on the data received, the Cheyenne, Wyoming Office of the NWS will issue warnings and watches as warranted.

- c. The public is notified via KNEB Radio, cable TV interrupt, and the Emergency Alert System (EAS). Panhandle Alert Warning Alert may also be used.
6. Hazardous Materials Incidents
- a. The owner of a facility is required to notify the State Department of Environment and Energy (NDEE) upon discovery of a release of a hazardous substance of reportable quantity (RQ) or greater, according to DEQ Regulation Title 126. A fixed facility that has a release of an extremely hazardous chemical above the 302(a) reportable quantity (RQ) of SARA Title III requires notification under section 102(a) of CERCLA. They shall notify, immediately after the release, the Community Emergency Coordinator (CEC) identified in Annex F, IV, B, of any area likely to be affected by the release and the State Emergency Response Commission of any state likely to be affected by the release. This notification will be by the most expedient means possible (see Annex F, Appendix 1, Attachment 2, "Hazardous Materials Incident Notification").
 - b. A transportation incident of a substance subject to 302(a) requirements shall satisfy notification requirements by dialing 911.
 - c. The notification requirements under section 304(b) will be met by using the "Hazardous Materials Incident Report", Annex F, Appendix 1, Attachment 2. Report as much information that is known at the time of notification.
 - d. The public is notified via KNEB Radio, cable TV interrupt, and the Emergency Alert System (EAS). Panhandle Alert Warning Alert may also be used.
7. The Nebraska Emergency Alert System (EAS) provides disaster information and instruction to the public through radio, television and cable system(s). Local officials have the authority to request activation of the Nebraska EAS web/network by contacting their Local Station (LP-1 or LP as listed in the Nebraska Plan EAS) to provide information to the people in that operational area (Attachment 2).
8. Warnings and emergency information can be broadcast by Charter Cable Television. Charter is the only one that can activate the cable system.

9. By law, the Nebraska Education Telecommunications (NET) provides text decoded emergency information that includes severe weather warnings and reports from the National Weather Service. Many commercial television stations will also broadcast emergency public information text and audio alerts.

VI. ADMINISTRATION and LOGISTICS

A. Records

The Scotts Bluff County Communications Director will ensure that adequate records of all local government agencies communications expenses; Law, Fire, EMS, Public Works, Roads, etc. are maintained.

B. Plan Maintenance

The Communications Director will be responsible for assisting the Emergency Management Director in the maintenance and improvement of this Annex. The Annex will be reviewed, updated, and modified as necessary, but not less than annually.

VII. TRAINING and EXERCISING

A. Training

1. Each agency or organization assigning personnel to the EOC for communications and warning purposes is responsible for ensuring that those individuals are adequately trained to use the equipment, are familiar with the procedures of the EOC, and understand the unique operating procedures.
2. The training program will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	County Communication Capabilities	B-13
2	Nebraska EAS Operational Areas	B-19
3	National Weather Services Offices and Contacts	B-20
4	NAWAS Network (Directions and Map)	B-21
5	TICPs	B-23

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SCOTTS BLUFF COUNTY COMMUNICATIONS CAPABILITIES

AGENCY/ADDRESS	FREQUENCY/ CAPABILITY	FUNCTION
Airlink Helicopter		
4021 Avenue B, Scottsbluff, NE		
Scottsbluff Emergency 1A	463.125 R 468.125 T	Fire and Sheriff
RWMC Emergency csq	462.975 R 467.975 T	Fire and Sheriff
Banner Emergency 3A	463.150 R 468.150 T	Fire and Sheriff
Kimball Emergency 3A	463.100 R 468.100 T	Fire and Sheriff
Sidney Emergency 6B	462.950 R 467.950 T	Fire and Sheriff
Csq TAC 1	463.000 T/R	Fire and Sheriff
Csq TAC 2	463.025 T/R	Fire and Sheriff
Banner Fire wide band analog 123	811.2125 R 856.2125 T	Fire and Sheriff
Banner Fire wide band digital 123	811.2125 R 856.2125 T	Fire and Sheriff
Airlink Dispatch		
Scottsbluff Emergency 1A	463.125 R 468.125 T	Fire and Sheriff
RWMC Emergency csq	462.975 R 467.975 T	Fire and Sheriff
Banner Emergency 3A	463.150 R 468.150 T	Fire and Sheriff
Kimball Emergency 3A	463.100 R 468.100 T	Fire and Sheriff
Sidney Emergency 6B	462.950 R 467.950 T	Fire and Sheriff
Community Emergency Response Team (CERT)	463.000 T/R	Chadron Repeater
	463.025 T/R	Chadron Repeater
	463.125 T/R	Chadron Repeater
Consolidated Communications	860.7375 R 815.7375 T	Courthouse/local
1825 10th Street	860.2625 R 815.2625 T	Gering Police
Gering, NE 69341	152.435 R 154.435 T	Gering Schools
	860.2125 R 825.2125 T	Scotts Bluff County Sheriff
	859.7375 R 814.7375 T	Minatare Repeater
	860.2375 R 815.2375 T	Scottsbluff Police
	860.4875 R 815.4875 T	Scottsbluff Fire
	856.2125 R 811.2125 T	Banner County Fire
	157.620 R 157.620 T	Bayard Schools
	154.055 R 158.835 T	Kimball Schools
	159.950 R 156.030 T	Scottsbluff PD old VHF
	154.445 R 153.890 T	Scottsbluff Fire VHF
	39.900 T/R	Sheriffs Low Band
	155.445 R 155.445 T	Scottsbluff City Utilities
	154.300 R 153.800 T	Scotts Bluff Co Highway
	155.100 T/R	Gering City Utilities
	467.975 R 462.975 T	Medical

Consolidated Communications	155.895		T/R	Goshen County, WY
1825 10th Street	458.300		T/R	Old Gering PD UHF/Siren control
Gering, NE 69341	42.340		R only	Nebraska State Patrol Base
(continued)	42.180		R only	N S P patrol car
	NAWAS			National Warning System phone
Corrections and Detention	853.8125	R	808.8125 T	Corrections
2522 7 th Street	851.2625	R	806.2625 T	Detention
Gering, NE 69341				
Gering Police Dept	860.7375	R	815.7375 T	Courthouse/local
1025 P Street	860.2625	R	815.2625 T	Gering Police
Gering, NE 69341	860.2125	R	825.2125 T	Scotts Bluff County Sheriff
	859.7375	R	814.7375 T	Minatare Repeater
	860.2375	R	815.2375 T	Scottsbluff Police
	860.4875	R	815.4875 T	Scottsbluff Fire
	856.2125	R	811.2125 T	Banner County Fire
Lyman Police Dept	860.7375	R	815.7375 T	Courthouse/local
414 Jeffers	860.2625	R	815.2625 T	Gering Police
Lyman, NE 69352	860.2125	R	825.2125 T	Scotts Bluff County Sheriff
	859.7375	R	814.7375 T	Minatare Repeater
	860.2375	R	815.2375 T	Scottsbluff Police
	860.4875	R	815.4875 T	Scottsbluff Fire
	856.2125	R	811.2125 T	Banner County Fire
McGrew Fire Dept	860.7375	R	815.7375 T	Courthouse/local
	860.2625	R	815.2625 T	Gering Police
	860.2125	R	825.2125 T	Scotts Bluff County Sheriff
	859.7375	R	814.7375 T	Minatare Repeater
	860.2375	R	815.2375 T	Scottsbluff Police
	860.4875	R	815.4875 T	Scottsbluff Fire
	39.900		T/R	Sheriffs Low Band
	467.975	R	462.975 T	Medical
	39.980		T/R	Statewide Fire
Minatare Police	860.7375	R	815.7375 T	Courthouse/local
309 Main St	860.2625	R	815.2625 T	Gering Police
Minatare, NE 69356	860.2125	R	825.2125 T	Scotts Bluff County Sheriff
	859.7375	R	814.7375 T	Minatare Repeater
	860.2375	R	815.2375 T	Scottsbluff Police
	860.4875	R	815.4875 T	Scottsbluff Fire
	856.2125	R	811.2125 T	Banner County Fire

	39.900	T/R	Sheriffs Low Band
Mitchell Police	860.7375 R	815.7375 T	Courthouse/local
1145 Center Ave	860.2625 R	815.2625 T	Gering Police
Mitchell, NE 69357	860.2125 R	825.2125 T	Scotts Bluff County Sheriff
	860.2375 R	815.2375 T	Scottsbluff Police
	860.4875 R	815.4875 T	Scottsbluff Fire
	856.2125 R	811.2125 T	Banner County Fire
	39.900	T/R	Sheriffs Low Band
Morrill Police	860.7375 R	815.7375 T	Courthouse/local
118 Center Ave	860.2625 R	815.2625 T	Gering Police
Morrill, NE 69358	860.2125 R	825.2125 T	Scotts Bluff County Sheriff
	859.7375 R	814.7375 T	Minatare Repeater
	860.2375 R	815.2375 T	Scottsbluff Police
	860.4875 R	815.4875 T	Scottsbluff Fire
	856.2125 R	811.2125 T	Banner County Fire
	39.900	T/R	Sheriffs Low Band
Nebraska State Patrol	42.300	R 42.180 T	
* NOTE: NSP troopers carry 800 MHZ portable radios programmed with all county 800 channels. NSP will soon have 800 MHZ capabilities at base station			
	860.7375 R	815.7375 T	Courthouse/local
	860.2625 R	815.2625 T	Gering Police
	860.2125 R	825.2125 T	Scotts Bluff County Sheriff
	859.7375 R	814.7375 T	Minatare Repeater
	860.2375 R	815.2375 T	Scottsbluff Police
	860.4875 R	815.4875 T	Scottsbluff Fire
	856.2125 R	811.2125 T	Banner County Fire
	39.900	T/R	Sheriffs Low Band
Region 22 EM EOC	145.075 R	145.675 T	Amateur Radio
1801 Avenue B	162.545	R only	National Weather Svc
Scottsbluff, NE 69361	860.7375 R	815.7375 T	EOC Mobile Controller – Courthouse
	860.2625 R	815.2625 T	EOC Mobile Controller – Gering Police
	860.2125 R	815.2125 T	EOC Mobile Controller – Sheriffs Office
	859.7375 R	814.7375 T	EOC Mobile Controller - Minatare
	854.9875 R	809.9875 T	EOC Mobile Controller – Scottsbluff Rural Fire Dept.
FOR THE EOC, ALL OTHER FREQUENCIES SAME AS COMMUNICATIONS			

Rural Fire Departments	860.7375 R	815.7375 T	Courthouse/local
	860.2625 R	815.2625 T	Gering Police
	860.2125 R	825.2125 T	Scotts Bluff County Sheriff
	859.7375 R	814.7375 T	Minatare Repeater
	860.2375 R	815.2375 T	Scottsbluff Police
	860.4875 R	815.4875 T	Scottsbluff Fire
	856.2125 R	811.2125 T	Banner County Fire
Scottsbluff Police	860.7375 R	815.7375 T	Courthouse/local
1801 Avenue B	860.2625 R	815.2625 T	Gering Police
Scottsbluff, NE 69361	860.2125 R	825.2125 T	Scotts Bluff County Sheriff
	859.7375 R	814.7375 T	Minatare Repeater
	860.2375 R	815.2375 T	Scottsbluff Police
	860.4875 R	815.4875 T	Scottsbluff Fire
	856.2125 R	811.2125 T	Banner County Fire
	159.950 R	156.030 T	Scottsbluff PD old VHF
	154.445 R	153.890 T	Scottsbluff Fire VHF
	155.445 R	155.445 T	Scottsbluff City Utilities
Scottsbluff City Fire	860.7375 R	815.7375 T	Courthouse/local
1801 Avenue B	860.2625 R	815.2625 T	Gering Police
Scottsbluff, NE 69361	860.2125 R	825.2125 T	Scotts Bluff County Sheriff
	859.7375 R	814.7375 T	Minatare Repeater
	860.2375 R	815.2375 T	Scottsbluff Police
	860.4875 R	815.4875 T	Scottsbluff Fire
	856.2125 R	811.2125 T	Banner County Fire
	159.950 R	156.030 T	Scottsbluff PD old VHF
	154.445 R	153.890 T	Scottsbluff Fire VHF
	155.445 R	155.445 T	Scottsbluff City Utilities
Western Nebraska Community College	469.150 R	464.150 T	WNCC Tower
Specify the capabilities of various local and regional hospitals serving SCOTTS BLUFF County. (List any other resources such as county school buses, city/village/county Highway/Roads Dept, Utilities, etc. that have communications capabilities that could be used during a disaster)			
Regional West Medical Center	468.125 R	463.125 T	Scotts Bluff Emergency
4021 Avenue B, Scottsbluff, NE	467.975 R	462.975 T	Medical
	39.820	T/R	Statewide Medical
	159.950 R	156.030 T	Scottsbluff PD old VHF

	154.445 R	153.890 T	Scottsbluff Fire VHF
	39.900	T/R	Sheriffs Low Band
Regional West Medical Center			
Internal Security	461.050 R	466.550 T	Internal Security
	461.325 R	466.325 T	Internal Security
	461.825 R	466.825 T	Internal Security
	462.400 R	467.400 T	Internal Security
	468.200 R	463.200 T	Internal Security
WYOMING	155.340	T/R	EMS/Hospital HEAR
	155.445	T/R	Wyoming Highway Patrol
	155.895	T/R	Goshen County Sheriff

REGIONAL CAPABILITIES

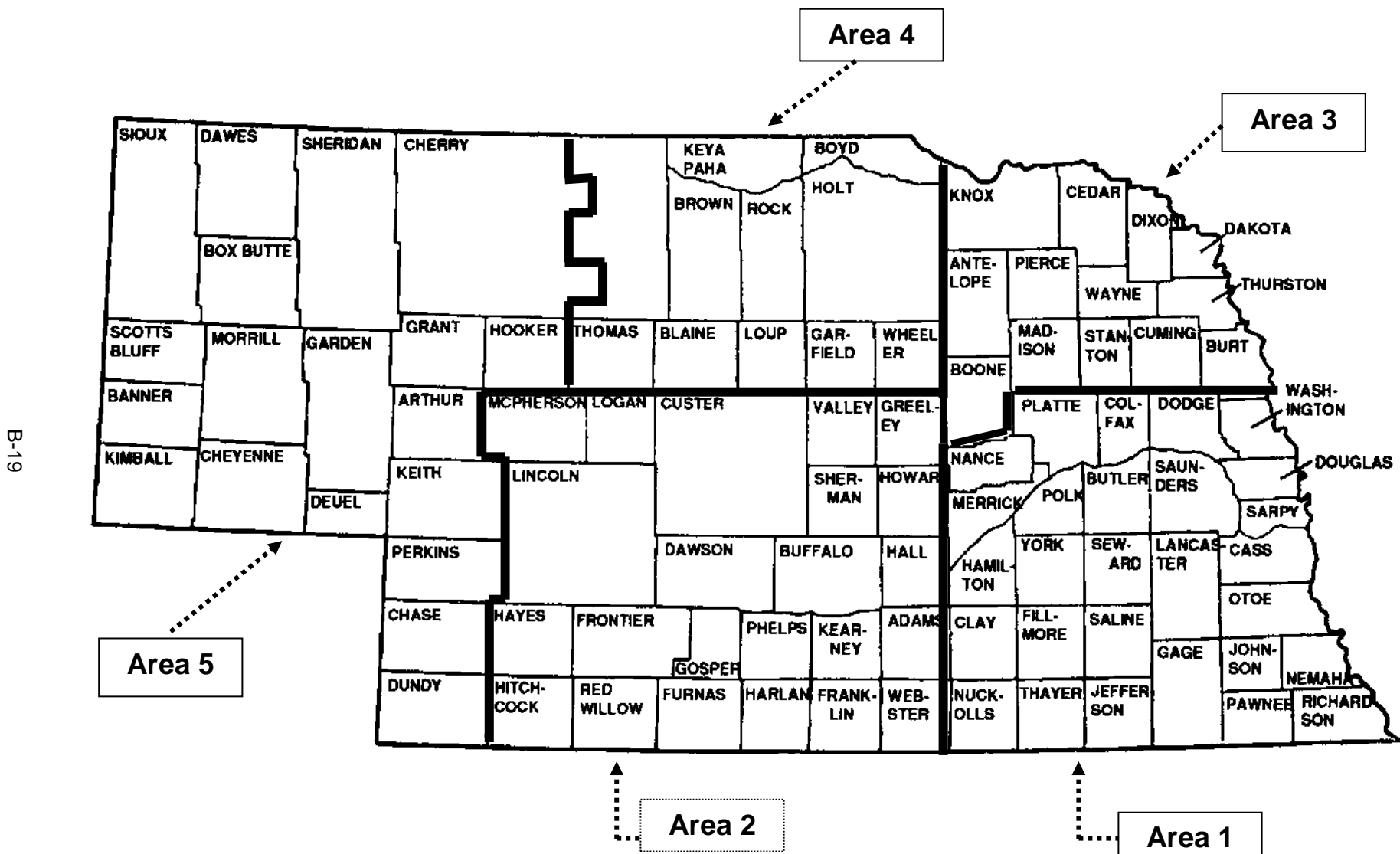
AGENCY/ADDRESS	FREQUENCY/ CAPABILITY	FUNCTION
SCOTTS BLUFF County is also able to interconnect with: (list other surrounding jurisdictions with which the county can establish and maintain communications)		
Banner County		
<i>Banner County has the ability to interconnect with other jurisdictions through Scotts Bluff County Consolidated Communications.</i>		
Banner County Highway Dept 204 Court Street, Harrisburg, NE	813.2125 R 858.2125 T	Road Dept/Public Works
Banner County High School Buses 200 School Street, Harrisburg, NE	813.2125 R 858.2125 T	Banner Co High School
Kimball County		
Kimball County Ambulance/Hospital 505 S. Burg Street, Kimball, NE	159.1875 R 154.6575 T	Medical

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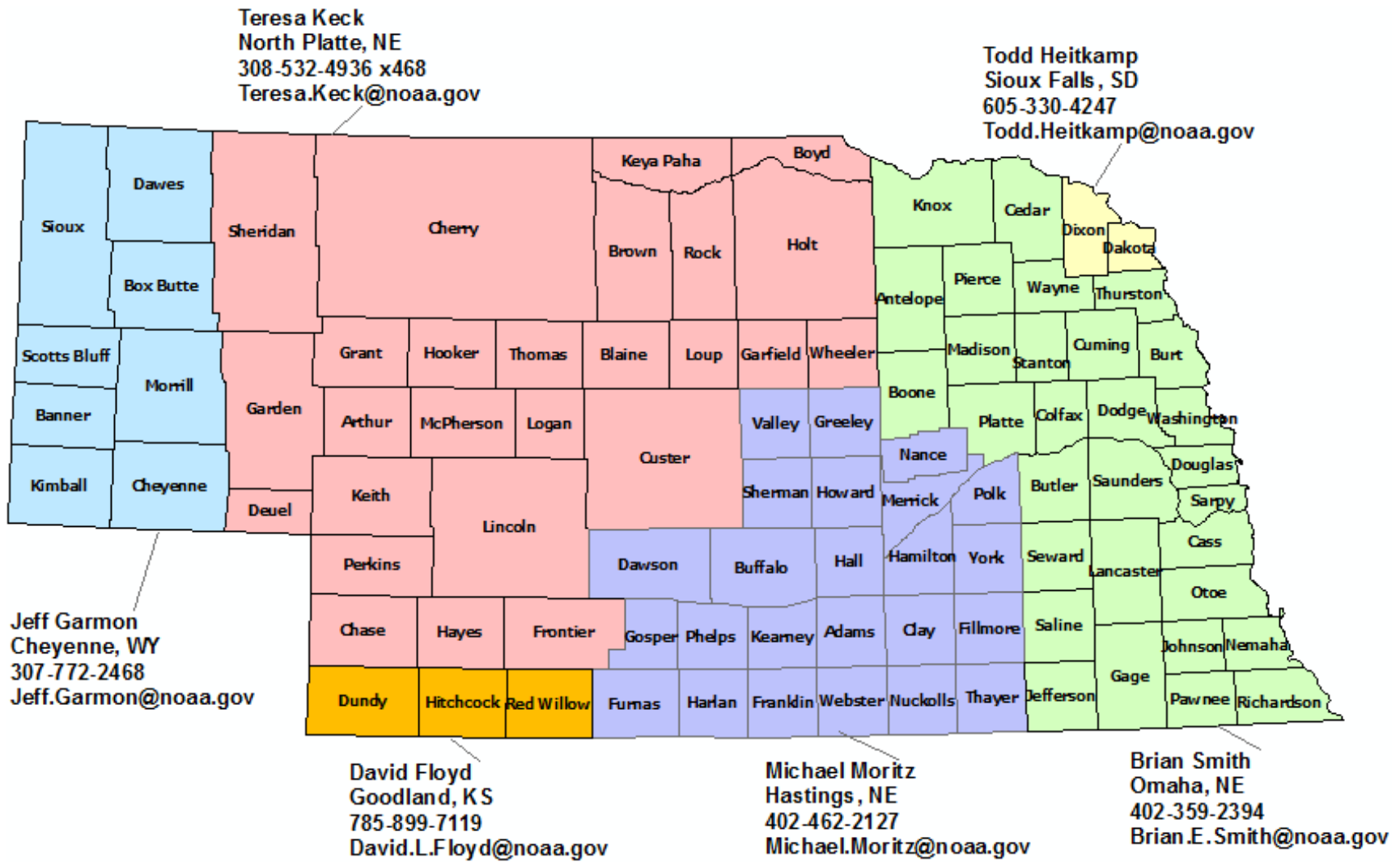
Nebraska Emergency Alert System (EAS) Operational Areas



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National Weather Service Areas and Primary Contacts



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<http://www.stormready.noaa.gov/stormmaps/ne-cwa.htm>

National Warning System (NAWAS) Emergency Management Warning Procedures

Tests:

The State Warning Point for NAWAS is at the Nebraska State Patrol Dispatch at the Joint Forces Headquarters (JFHQ) in Lincoln. Each Nebraska Warning Point is tested daily using a dedicated telephone line, (see map).

The Alternate State Warning Point is at the NEMA State Emergency Operating Center, Lincoln. A weekly roll call or Fan-out test, designated as: "**TEST, TEN-ONE-ZERO-ONE (10-1-0-1)**" is accomplished. The test message is relayed by radio from the Warning Points areas to the counties.

Each Warning Point will report to the Alternate State Warning Point either a:

Positive report from all counties in the area by an, "**ALL CONFIRMED**" message, or a

Negative report when fan out stations do not respond such as:

Grand Island:	"Grand Island to Nebraska Alternate"
Alternate State Warning Point:	"This is Nebraska Alternate, OVER"

Grand Island:	"Negative copy, Howard and Merrick Counties, OVER"
Alternate State Warning Point	"ROGER, Nebraska Alternate, OUT".

Warning:

State actions:

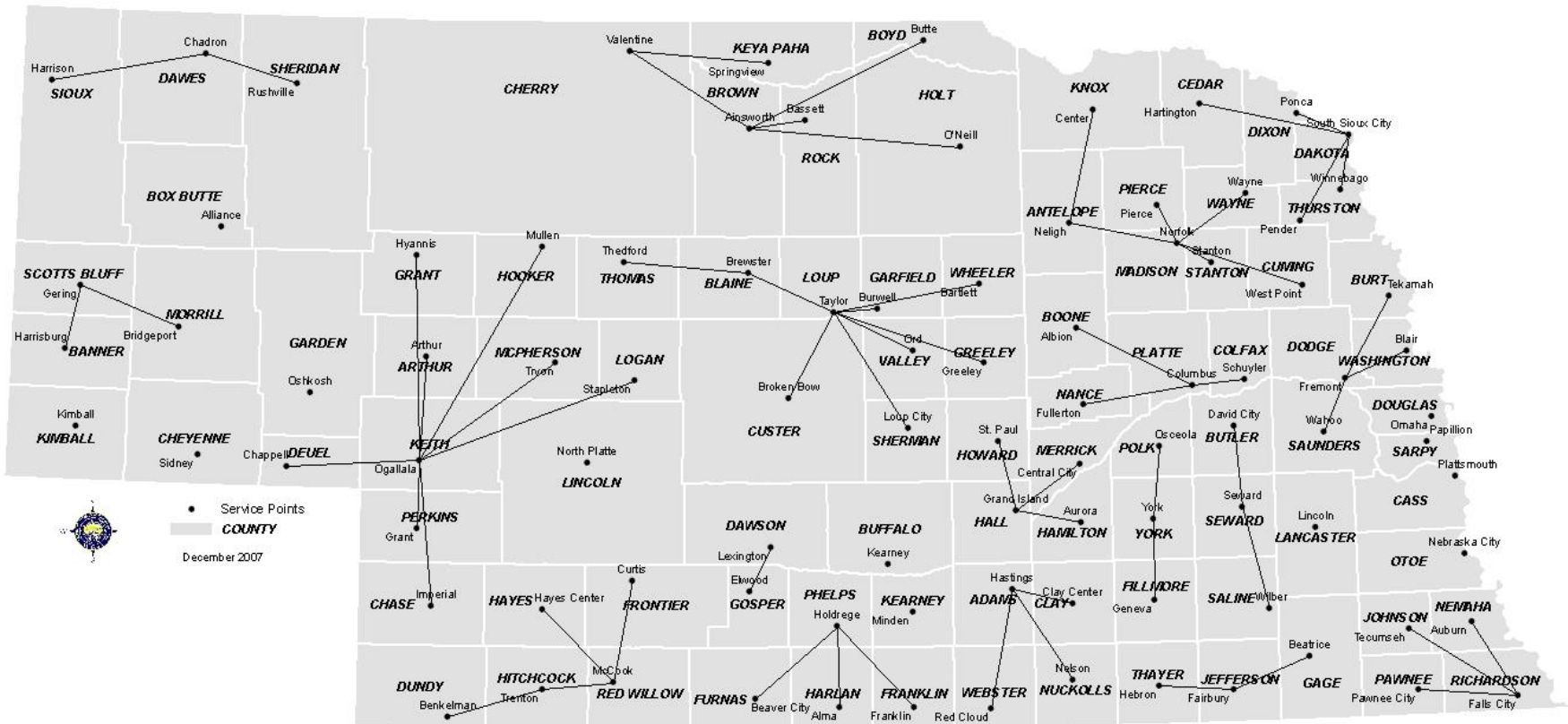
When a warning is received, the operator at the State Warning Point will clear the NAWAS network of all traffic, transmit the warning and then receive acknowledgement of the warning from each Warning Point. The Alternate State Warning Point provides a backup means of disseminating tactical warnings. The area Warning Points will immediately send any warnings to assigned locations using a secondary warning network, 39.9 MHz or telephone (see map on opposite side).

Locations:

Because 93 counties are involved, counties will acknowledge receiving the warning message to their respective Warning Points (NAWAS). Acknowledgement from the Warning Points will then be transmitted to the State Warning Point or to the Alternate.

Within the counties and municipalities, warnings are given as described in the Basic Plan section & Annexes A & D of the Local Emergency Operations Plan (LEOP). The goal is to provide warning in time for people to take adequate protective action.

NEBRASKA EMERGENCY MANAGEMENT WARNING NETWORK



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December 2007 (Supersedes previous Warning Maps)

STATE WARNING POINT: Nebraska State Patrol Headquarters – Lincoln, Nebraska

ALTERNATE STATE WARNING POINT: State Emergency Operating Center (EOC) – Lincoln, Nebraska

NAWAS: (National Warning System) Special Telephone Lines, RADIO: 39.9 MHz

Service Points will relay the warning or test to its respective county service point(s)

2020

Tactical Interoperability Communications Plan- TICP

- I. The TICP is intended to document the interoperable communications resources that are available within the State or Region, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource. The TICP planning process was established during a Kickoff meeting held on November 7, 2007, in Lincoln, NE.
- II. The TICP is divided into five major sections as outlined in the Department of Homeland Security (DHS) TICP template:

- Section 1 – State/Regional Information
- Section 2 -.Governance
- Section 3 – Interoperability Equipment, Policies and Procedures
- Section 4 – Regional Emergency Resource Staffing
- Section 5 – CASM

A. Section 1: State/Regional Information

Section 1 provides a high level overview of the State's or Regions demographics and lists the individual public safety agencies that are directly involved in the generation of the Plan.

B. Section 2: Governance

Section 2 provides a description of the governing body that will be responsible for the Plan's management and maintenance. This section also defines the participating agencies' responsibilities.

C. Section 3: Interoperability Equipment, Policies and Procedures

Section 3 is a summary of the interoperability equipment and radio system resources that will be made available to support interoperable communications in the State of Nebraska. The major items that are addressed include:

1. Radio Caches – Many agencies maintain a set of radios that can be distributed to other agencies with incompatible radio equipment that are responding to an incident. Given the diversity of the State, there are many different types of radio systems that employ various radio frequency bands and/or operate disparate system technologies. Maintaining a cache of radios is one strategy that addresses supply and demand for compatible interoperable radio communications traffic.
2. Shared Channels/Talkgroups – Shared channels are those radio frequencies that are made available for use by agencies participating in a mutual aid response. Shared talkgroups refer to the “virtual” channels available on trunked radio systems. These resources are classified in the TICP as follows:
 - a. Local – channels/talkgroups set aside by an agency for joint interoperable communications.
 - b. Regional – designated radio channels available across a multi agency or multi-county area.
 - c. State – specific radio channels designated by the State of Nebraska for mutual

aid situations throughout the State.

- d. National – specific common radio channels designated for use nationwide.
 - e. Federal – specific federal National Telecommunications and Information Administration (NTIA) radio channels for the State of Nebraska area made available for State and local government public safety use.
3. Gateways – The term “gateway” is a general classification of electronic hardware that allows the interconnection or “patching” of radio equipment that are operating on various radio frequency bands, same frequency bands, but on channels not normally available, and/or different system technologies. Gateways can be categorized in a number of ways including:
 - a. Fixed – the device is static and situated at a specific location. There are two sub-classifications:
 - i. Dedicated fixed gateway – specifically used to patch radio resources.
 - ii. Console gateway – serves as main dispatch point, but can be used to patch radio resources for interoperability use.
 - b. Mobile – the device is installed in a vehicle and can be moved to an incident scene.
 - c. Transportable – the device can be carried and placed in operation in a wide range of situations.
 4. Shared Systems – Shared systems are those that provide radio communications on a day-to-day basis to two or more independent agencies. By their very nature, interoperable communications can be easily activated since multiple agencies share the same radio system architecture. Shared channels and talkgroups are generally available to other agencies that do not use the system for their primary communications.
 5. Mobile Communications Assets – Mobile communications assets include mobile command posts, mobile cellular sites, and trailer mounted antennas. Other mobile communications assets may be included as necessary.

D. Section 4: Regional Emergency Resource Staffing

Section 4 establishes a list of personnel who will respond to fill the Communications Unit positions. Identified personnel must train and exercise to a regional or State response level. Job descriptions and qualified personnel for each Communications Unit position are detailed in the plan.

E. Section 5: CASM

Section 5 the Communications Assets Survey and Mapping (CASM) section provides the ability for representatives of public safety agencies within a urban areas or State to collect, store, and visualize data about agencies, communication assets, and how agencies use those assets. The CASM tool is composed of two components: The Communications Assets Survey (CAS) and the Communications Assets Mapping (CAM) tool. Together these will allow the COML to visualize the assets and challenges in providing interoperable communications within a designated area.

- III. The TICP includes a number of Appendices that contain additional information regarding each of the major subject areas such as:

- A. Point of Contact Information
- B. Shared systems
- C. Inter-system Shared Channels
- D. Gateways
- E. Radio Caches
- F. Mobile Communications Units
- G. Policy Documents, Governing Documents and Agreements
- H. Incident Command system Planning
- I. Reference Materials
- J. Glossary

IV. Existing TICPs

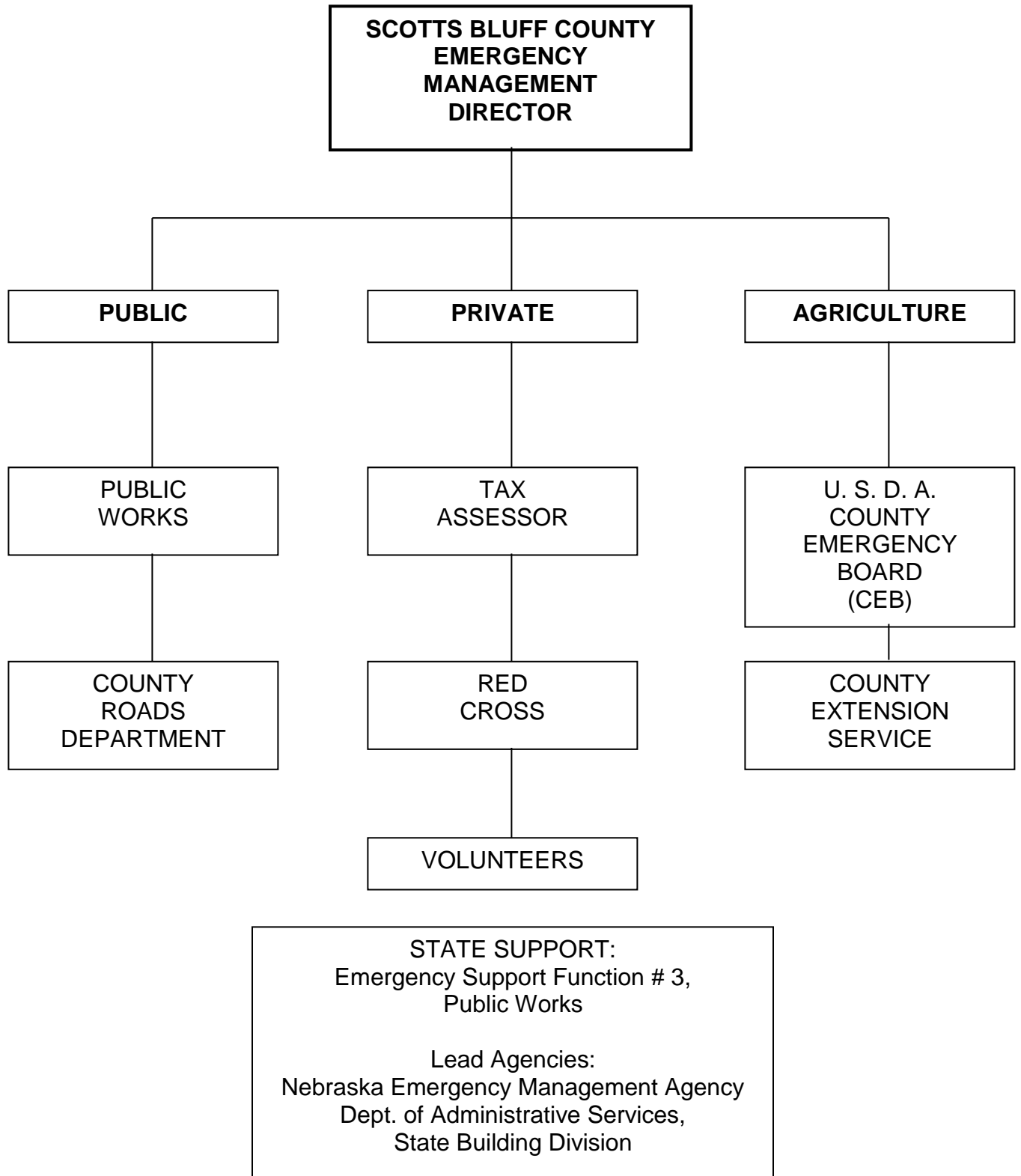
- A. The eight (8) Planning Exercise and Training Regions, Lancaster County and the State of Nebraska, have existing TICPs.
- B. The official TICP's reside at the Nebraska Emergency Management Agency and with the Chairperson of each respective region.
- C. It is important to note that the TICP is a living document that will be updated, as needed. As agencies add or change radio equipment, personnel, types of systems, or policies and procedures, the Plan will require updates and changes.

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DAMAGE ASSESSMENT



DAMAGE ASSESSMENT

I. PURPOSE

This Annex describes damage assessment procedures necessary to gather data and evaluate information to determine the extent of damage and the impact on the community resulting from a disaster.

II. SITUATION

SCOTTS BLUFF County is susceptible to disasters that could cause extensive damage to public and private property. In the event of a disaster, planned damage assessment procedures are essential for effective response and recovery operations.

III. ASSUMPTIONS

- A. The prompt and accurate assessment of damage to public and private property following a disaster is of vital concern to local officials.
- B. A rapid response has a direct bearing on disaster recovery.
- C. For any emergency involving radiological materials, the Nebraska Health and Human Services has sole responsibility for making technical assessments. However, it is conceivable that the Department could request some assistance from local radiological staff during an emergency.
- D. The State Department of Environment and Energy is responsible for decisions on the scope of clean up operations from a hazardous materials incident.

IV. ORGANIZATION and RESPONSIBILITIES

A. Incident Assessment

The Region 22 Emergency Manager will coordinate the gathering of damage assessment information necessary to complete the Incident Status Report, Annex A, Attachment 3, and for keeping the information updated during the course of the incident. Other responsibilities include, but are not limited to, the following:

1. Establishing a point of contact with officials of the affected jurisdictions and determine the approximate area affected.

2. Gathering information about the extent of damage, as quickly as it is available, from both public and private sources, with special attention being paid to impacts to community lifelines, to help in the prioritization of response efforts.
3. Providing updated information gathered from both public and private entities to the Executive Group and the Nebraska Emergency Management Agency using the Incident Status Report from Annex A, Attachment 3.
4. Coordinating with the Public Information Officer to keep the public informed of hazardous conditions.

B. Record Keeping

Each public and private agency will keep complete records of resources and personnel involved in the response to the emergency or disaster for use in determining the extent of impact of the incident on the jurisdiction.

C. Agricultural Damage Assessment

The Farm Service Agency (FSA) through the County Emergency Board will assess the agricultural and related rural damages with assistance, as needed, from other USDA agencies. All information will be forwarded to the USDA State Emergency Board and may be available to the Region 22 Emergency Management Director.

D. Radiological/HazMat Damage Assessment - Industrial/Transportation Incident/Accident

1. In the event of a radiological incident, local damage assessment response will be limited to obtaining radiological readings to detect the actual hazard. The Health and Human Services will accomplish detailed hazard assessment to determine any possible threat to people and livestock, see Annex F, Appendix 1.
2. In case of a hazardous materials incident, local response will be limited to the level of training as defined by standards set by their employer in compliance with OSHA and EPA regulations.

E. Inspections

The City Engineers assisted by Fire and Utility personnel, will complete the initial safety and habitability inspections of both residences and businesses. The State Fire Marshal or DATNE may be requested to help. Data obtained during safety inspections will be included in damage assessment reports. Subsequent and more detailed inspections may be completed at a later date.

V. CONCEPT of OPERATIONS

A. Initial Assessment

The emergency manager will utilize the Incident Status Report (ISR) found in Annex A, Attachment 3 of this LEOP to determine the scope of the damage and forward the information to NEMA. Information from the ISR will be the starting point from which all future state or federal damage assessments will be conducted.

1. After rescue operations have been concluded, more detailed information should be gathered to complete additional Incident Status Report updates. This information will be gathered from the first responders, organizations and agencies involved and provided to the Executive Group and forward to NEMA.
2. In accordance with the community lifelines concept, conduct the initial assessment of the facilities considered critical for emergency operations, the health, welfare and safety of the people. Early identification of damages will enable policymakers to set priorities and make efficient decisions concerning resources available.
3. Incident Status Report (ISR)
 - a. Initial field responders and public works agencies have a responsibility for collecting the initial damage assessment information on damage which has occurred to the infrastructure in the jurisdiction. This includes damage to bridges, roads, and right of ways, culverts, and other lifeline systems which are the responsibility of the local government. Part of the ISR must also include estimating the amount and types of debris which will need to be handled. See Debris Management Planning, Annex C, Appendix 1.
 - b. The Emergency Manager will coordinate the initial assessment of governmental owned facilities, to include estimating the amount of structural damage, damage to grounds, and type of debris.
 - c. Individual citizen and business/industry damage information will be coordinated by the Emergency Manager and reported to NEMA using the Incident Status Report. Information from the American Red Cross and other VOAD organizations may include limited information on damages to homes and businesses, which could be used to determine a damage estimate to be included in the ISR.
 - d. Information and figures generated from these assessments are estimates only and are used by NEMA to determine the need to conduct a state (NEMA) PDA or request a joint NEMA/FEMA PDA.

Later, more detailed information would indicate the number of homes, businesses public buildings, grounds and infrastructure involved. All information will be forwarded to NEMA through the local Emergency Manager.

4. Using the information from the completed Incident Status Reports, a local decision will be made to sign a disaster declaration. Only after the declaration has been signed, can the state determine whether a State or Federal Disaster is justified. If there is a possibility of a Federal declaration, a joint Federal/State team may complete a FEMA/State Preliminary Damage Assessment (PDA).

B. FEMA/State Joint Preliminary Damage Assessment (PDA)

1. In the event that damage estimates reach the threshold for state or federal assistance, NEMA and/or FEMA will send in a team to conduct a Joint Preliminary Damage Assessment (PDA). The local jurisdiction is responsible for providing staff to be a part of the Joint PDA Teams. The PDA is a quick visit to the disaster area, and is normally conducted in a 24-48 hour period.
 - a. The Joint PDA teams will conduct assessment training and hold briefings with local officials on the assessment process.
 - b. The Teams will provide all forms necessary to complete the assessment.
2. The PDA Teams will examine and document damages to the public infrastructure. Included are estimates of the amount and types of debris. Figures generated from the PDA are used as documentation from the State in their formal request for federal assistance.

VI. ADMINISTRATION and LOGISTICS

The Emergency Management Director will review and update this annex annually.

VII. TRAINING and EXERCISING

A. Training

The training program will be consistent with the Homeland Security Exercise Plan provisions. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

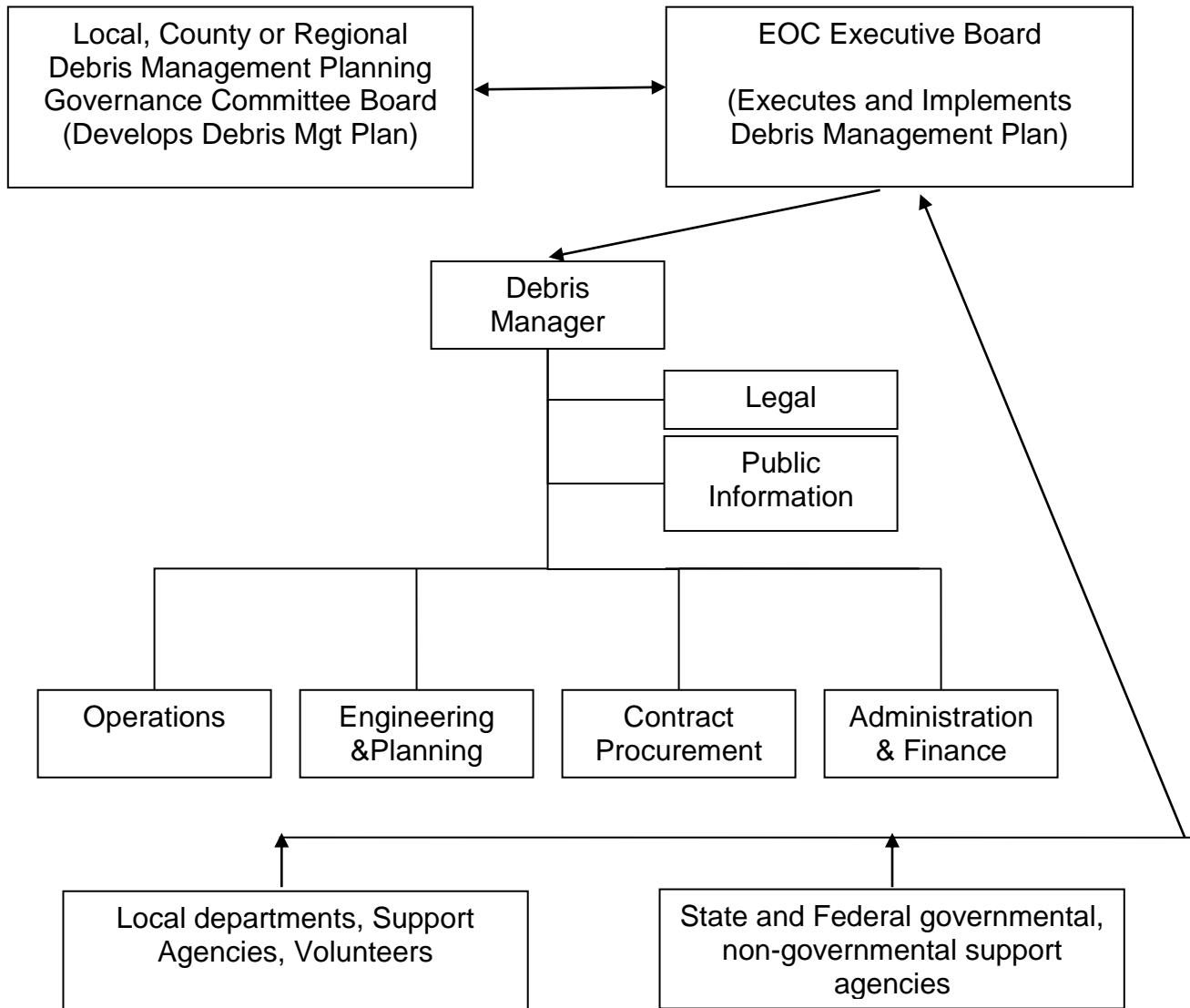
B. Exercising

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

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1	Typical Hazards And Debris Generated	C-21

DEBRIS MANAGEMENT PLANNING



DEBRIS MANAGEMENT PLANNING

I. PURPOSE

- A. The purpose is to facilitate and coordinate the removal, collection, and disposal of debris. The overall goal is to use existing solid waste best practice strategies and methods to reduce, reuse, recycle, recover, and landfill where feasible.
- B. The Debris Management Planning guidance will identify the organizational structures of the various disaster debris management roles, responsibilities and procedures conducted by the agencies and partners of Scotts Bluff County; the cities of Scottsbluff, Gering, Terrytown, Minatare, and Mitchell; and the villages of Melbeta, McGrew, Lyman, Morrill and Henry.
- C. This guidance will assist the local governments, county-wide or regional debris management teams/committees in creating a cohesive, compatible and unified plan to address debris management issues.

II. SITUATION

- A. Both manmade and natural events could cause this plan to be activated. The most likely events are earthquakes, tornados, floods, windstorms, debris flow (landslide), land, rail air or river transportation incidents or accidents, hazardous materials incidents, structural collapse or fire, acts of terrorism or severe winter storms. See Attachment 1 for a matrix of common hazards and the types of debris generated.
- B. Numerous policy decisions regarding debris management issues can be made in advance by elected officials. Once identified, specific issues and concerns can be addressed through city and county ordinances, such as:
 - 1. Establishing a price gouging ordinance invoked during a declared emergency;
 - 2. Issuing a disaster declaration in order to expedite the permitting process;
 - 3. Allowing temporary changes to zoning codes to facilitate the location of temporary disposal/reduction site while keeping FEMA requirements in mind;
 - 4. Having written procedures detailing who has emergency purchasing authority and what items can be purchased. All purchases must follow the appropriate local, state, and federal guidelines pursuant to 2 CFR 200.317- 200.326 as applicable.

- C. SCOTTSS BLUFF County does have a Region VII FEMA approved Debris Management Plan, dated October 2013. This Plan is located in the EOC, Public Works, County Highway Engineer's, county/city Clerk's, attorney's Offices, and the appropriate provisions, processes and procedures will be implemented during a disaster.

III. ASSUMPTIONS and PLANNING FACTORS

If an event produces disaster related debris, the FEMA approved Debris Management Plan (DMP) will be implemented. Until such a plan is approved, current local plans will be used. Consider the following in developing the DMP.

- A. Roads, bridges and drainage structures will be damaged and alternate routing will be needed.
- B. Buildings will be damaged and possibly not accessible.
- C. Communications may be impaired.
- D. A local disaster will be declared.
- E. A state or federal disaster may be declared based on local information from the Incident Status Report.
- F. Emergency powers may be enacted during a declared disaster for price gouging, temporary suspension of codes, temporary debris sites, etc.
- G. If the damage is beyond jurisdictional boundaries cities and villages may not have the capability to deal with debris and could turn responsibility over to the County.
- H. Debris may be contaminated and should be evaluated for possible hazardous waste. The surrounding environment may also be contaminated and need remediation.
- I. Debris may include human victims and remains.
- J. Debris may include displaced, injured or dead animals.
- K. Salvageable materials and properties will be saved, recycled.
- L. People will begin to recover and clean up their property as soon as possible; therefore, the need for prepared public information and instructions (separation, recycling, transfer sites, etc) is critical to the community's effective and safe recovery.

IV. RESPONSIBILITIES

- A. The Public Works/County Road/Bridge/Flood agencies within Scotts Bluff County are responsible for the development, monitoring, and implementation of either the county's or jurisdiction's Debris Management Plan. Other city/county agencies/organizations having needed resources will be assigned to support the debris management efforts. Implementation of the Plan must be done in conjunction with other activities coordinated through the Emergency Operations Center (EOC).
- B. Prior to an event, the Public Works/County Road/Bridge/Flood agencies within Scotts Bluff County are responsible for establishing mutual aid agreements with other government agencies and utility companies. They may provide technical data and specifications for writing contracts with private contractors. The normal approval process for emergency contracts may be suspended under the provisions of the Nebraska Emergency Management Act. All emergency contracts in force must be tracked using standard, accepted practices.

V. CONCEPT of OPERATIONS

The activities of Debris Management will follow NIMS and the Incident Command System as positions are created and demobilized as necessary. The Debris Management Staff positions, in general, are listed below.

A. Debris Management Staff Roles and Responsibilities:

1. Debris Manager

The Debris Group Supervisor is the manager of all debris management activities, such as:

- a. Working with EOC staff, elected and appointed leaders, establishes debris management priorities for both disaster response and recovery.
- b. Providing regular updates to EOC staff, cooperating agencies, elected and appointed officials the status of debris management.
- c. Representing the City or County in all meetings with government, private, and other agencies involved in debris management efforts.
- d. Coordinating with other local, City, County, state, federal agencies as necessary.
- e. Developing and implementing a system to rapidly mobilize and manage debris management resources, including employees, equipment, and materials.

- f. Convening debris management meetings with appropriate personnel and agency representatives.
- g. Appointing Debris Management Staff positions.
- h. Providing information to the Public Information Officer.
- i. Ensuring that records of all actions, operations, contracts and expenses are properly maintained and reported.
- j. The Debris Manager may assign a liaison to the EOC in order to coordinate and respond to requests from the EOC staff, as well as communicate debris management needs to the EOC.

2. Administration

Administrative support staff will be utilized by the Debris Manager to provide financial, personnel, and documentation support. Documentation may include, but is not limited to:

- a. Personnel policies.
- b. Labor and equipment timesheets and summaries.
- c. Safety procedures.
- d. Contract procurement procedures.
- e. Contracts.
- f. Billing and invoices, including debris hauler load tickets.
- g. Environmental permits.
- h. Right of entry and hold harmless agreements for private property debris removal and demolition, when applicable.
- i. Public information announcements.
- j. Debris salvage value information.
- k. The Administrative section should work with the Public Information Officer and the EOC to formulate a strategy to ensure that accurate information is provided to the public and media. This strategy should include methods of providing the following types of information:
 - i. Debris pick-up schedules.

- ii. Disposal methods and ongoing actions to comply with Federal, State, and local environmental regulations.
 - iii. Disposal procedures for self-help and independent contractors.
 - iv. Restrictions and penalties for creating illegal dumps.
 - v. Curbside debris segregation instructions.
 - vi. Public drop-off locations for all debris types.
 - vii. Process for answering the public's questions concerning debris removal.
3. Contracting and Procurement:

The primary role of the Contracting and Procurement section is to have debris contracts in draft form ready for advertisement or have pre-qualified contractors in place prior to the event. Contracting and Procurement planning includes the following tasks:

- a. Develop contract requirements.
 - b. Establish contractor qualifications.
 - c. Distribute instructions to bidders.
 - d. Advertise bids.
 - e. Establish a pre-disaster list of pre-qualified contractors.
 - f. Manage the contract scope of work.
 - g. Establish a post-disaster contracting close-out procedure if necessary.
4. Legal

The Legal staff leads the review process for all legal matters in the debris management planning process. In addition to advising the Debris Management Staff, the following issues should be performed addressed or coordinated through this office:

- a. Review all contracts.
- b. Review and/or establish a land acquisition process for temporary debris management sites.
- c. Review all appropriate governmental insurance policies.

- d. Ensure environmental and historic preservation compliance before, during, and after operations.
- e. Ensure that site restoration and closure requirements are fulfilled.
- f. Review and/or establish a building condemnation processes.
- g. Review and/or establish a legal process for private property demolition and debris removal.
- h. Review right-of-entry and hold harmless agreements.

5. Operations:

The Operations section is responsible for the supervision of government and contract resources and overall project implementation. The Operations section is responsible for implementing the tactical debris removal operation. Operation responsibilities may include:

- a. Positioning equipment and resources for the response and recovery debris removal operations.
- b. Developing staff schedules and strategies.
- c. Providing communication, facilities, services, equipment, and materials to support the response and recovery activities.
- d. Monitoring and directing force account and contract labor.
- e. Distributing response and recovery resources.
- f. Operating and managing the collection, debris management site, and disposal strategies.
- g. Creating a demolition strategy for structures, if necessary.
- h. Reporting progress for distribution to the debris management planning staff.

6. Engineering and Planning:

The Engineering & Planning section supports all other debris management sections in a technical role. This section provides debris quantity assumptions, economic analysis, and feasible solutions for the debris operations. The following are tasks that may be completed by the Engineering & Planning section:

- a. Forecasting debris volume based on assumed disaster type.

- b. Developing an estimating strategy for post-disaster debris quantities.
- c. Strategizing and map debris haul routes.
- d. Selecting debris management sites and designing the site layout.
- e. Determining reduction and recycling means and methods.
- f. Identifying and coordinating environmental issues.
- g. Assessing available landfill space and determining if additional space is needed.
- h. Developing the debris collection strategy.
- i. Writing contract scopes of work, conditions, and specifications.
- j. Coordinating with other local and State jurisdictions for road clearance and operations.
- k. Establishing a process for building damage assessment and condemnation (including public and private properties).
- l. Issue permits.

VI. EMERGENCY COMMUNICATIONS PLAN:

Under most emergencies/disasters, communications will be primarily by radio, land telephone lines, cellular telephones, or computer; however, the municipality recognizes that as a result of some disasters, various communications systems may be inoperable.

- A. All members of the Debris Management Staff will strive to maintain access to a multiple communications systems. A communications plan (ICS Form 205) defines systems currently available and their designated uses.
- B. Debris Management Staff and field operations will use an appropriate mix of radio, wireless phone and landline phones.
- C. If land lines, radios, and wireless phones are inoperable, then Debris Management Staff and field personnel will use “runners” between the EOC and other operations centers and the field.
- D. Communication resources are in the Annex B – Communications & Warning.

VII. HEALTH and SAFETY PLAN and PROCEDURES:

- A. Protecting the community’s health and safety by removing debris presents a number of risks to the health and safety of responders, contractors, citizens and volunteers engaged in debris management operations. Therefore, the

Debris Manager will oversee the development of a Health and Safety Strategy, using currently approved safety standards. Site safety is the responsibility of every responder, elected/appointed official. Dangerous or hazardous conditions and activities should be reported to the EOC immediately. DHHS personnel may provide technical assistance in the Health and Safety Plan.

- B. Contracted labor will follow all establish safety procedures determined by the Debris Manager. The Debris Manager may assign personnel as Safety Officers to develop the Health and Safety Plan, as well as monitor operations for adherence to this plan.

VIII. DEBRIS COLLECTION PLAN:

The Debris Manager, in coordination of the EOC staff and under the policy direction of elected/appointed administration, will determine strategies and incident action plans for response and recovery operations. This debris management plan will be incorporated in the general Incident Action Plan adopted by the Incident Commander.

A. Priorities:

In general, debris management priorities will align with other emergency response priorities of life safety, property protection, the preservation of the environment and in suspected terrorism or crime scenes, the preservation of evidence for possible investigation. Priority for debris clearance will be determined upon the following criteria and circumstances:

1. Extrication of victims.
2. Ingress and egress for fire, EMS, law enforcement, and EOC staff, hospitals, jail, public shelters and other critical facilities.
3. Major traffic routes.
4. Major flood drainage ways.
5. Supply distribution points and mutual aid assembly areas.
6. Government facilities.
7. Public Safety communications towers.
8. American Red Cross shelters.
9. Secondary roads.
10. Access for utility restoration.

11. Neighborhood streets.

12. Removal of debris from private property when presenting a risk to public health and safety.

B. During all debris clearance operations, the Debris Manager will coordinate with public and private utilities and organizations to ensure the safe disposition of power lines, pipelines, railroads, airports and other infrastructure in or serving the jurisdiction.

IX. RESPONSE OPERATIONS

The Debris Manager's primary responsibility is to clear debris from at least one lane on all primary and secondary roads to expedite the movement of emergency service vehicles such as fire, police and medical responders. This includes roadways in the affected areas, as well as those affecting critical infrastructure such as fire stations, law enforcement offices, hospitals and medical facilities, City Hall, shelters, water and sewage plants, etc.

A. Assign crews(in-force or contract) to identified areas to begin road clearing.

B. From field assessments, will determine if in-house capabilities are sufficient for debris removal. If the quantity exceeds the capacities to clear, remove and dispose of the debris, then pre-positioned contracts with qualified contractors may be activated by notifying the Contract and Procurement Section (Clerk or Procurement Office).

C. Note that contractor clearing operations under a 'time and material' contract are no longer limited to no more than 70 hours to comply with current FEMA guidance. Please see the 2 CFR part 200.317-326 for more information.

D. When local capabilities are still exceeded, The EM will submit an updated Incident Status Report and request for help to NEMA.

X. DEBRIS COLLECTION and STORAGE SITES

Sites include established landfills, transfer stations, neighborhood collections points, recycling centers and temporary debris storage and reduction (TDSR) sites. Temporary site determinations will be made by the Debris Manager, assisted by representatives from (list only those actually used) Public Works, Engineering, the Utilities, the Health Department, and NDEE.

A. The public, contractors and response agencies will be instructed on the current debris separation, sorting and hazardous materials designations and handling procedures prior to debris collection.

- B. Local neighborhood collection sites with “dumpsters” may be the most effective means of collection, separation and transfer of debris.
- C. Curbside pick-up and public drop-off sites are options.
- D. Pre-selection of appropriate sites can be identified by site selection teams from the local jurisdiction with technical assistance from the Nebraska Department of Environment and Energy, Waste Management Division (NDEE).
- E. The site selection size and area should comply with all applicable county, state, and federal rules and regulations, including Fish and Wildlife, Forestry and Fire Conservation, Historical Preservation, NDEQ permitting, and the Endangered Species Act. Temporary storage/reduction site size should be an appropriate sized acreage for the estimated amount of debris.
- F. The sites used in this Plan may be temporary or permanent. Sites may be restricted to one type of material, or may be a multi-use site.
- G. Special permits for temporary and burial sites are obtained from NDEQ. Burn permits may be issued from local or rural fire departments.
- H. Site monitors will be used to insure that sites are appropriately used, environmental concerns are addressed, debris is sufficiently segregated and safety is maintained.
- I. The EOC will notify other government agencies and the public of the site locations, access, hours of operations and restrictions, etc.
- J. As temporary sites are no longer needed, they will be closed and the land remediated to pre-disaster conditions, meeting all current local, state and federal rules and regulations.

XI. CONTRACTS

FEMA reimburses costs incurred using three types of contract payment obligations: fixed-price, cost-reimbursement, and, to a limited extent, time and materials (T&M). The specific contract types related to each of these are described in FEMA's *Procurement Guidance for Recipients and Subrecipients Under 2 C.F.R. Part 200 (Uniform Rules)*. The Nebraska Emergency Management Act allows jurisdictions to suspend normal procedures during the duration of declared disasters. However, federal requirements are still valid.

- A. The Applicant must include required provisions in all contracts awarded and maintain oversight to ensure contractors perform according to the conditions and specifications of the contract and any purchase orders.

- B. FEMA does not reimburse costs incurred under a cost plus a percentage of cost contract or a contract with a percentage of construction cost method.
- C. FEMA advises against the use of T&M contracts and generally limits the use of these contracts to a reasonable time based on the circumstances during which the Applicant could not define a clear scope of work (SOW). T&M contracts do not provide incentives to the contractor for cost control or labor efficiency. Therefore, FEMA may reimburse costs incurred under a T&M contract only if all of the following apply:
 - 1. No other contract was suitable;
 - 2. The contract has a ceiling price that the contractor exceeds at its own risk; and
 - 3. The Applicant provides a high degree of oversight to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
- D. The Applicant should define the SOW as soon as possible to enable procurement of a more acceptable type of contract.
- E. Some entities, such as Rural Electrical Cooperatives, provide the materials necessary to restore their facilities and refer to such contracts as Time and Equipment (T&E) contracts. The limitations and requirements that apply to T&M contracts also apply to T&E contracts.
- F. The Davis Bacon Act, which requires “prevailing wage” payment to contracted workers based on the local union wage scale defined by the U.S. Department of Labor, does not apply to State, Territorial, Tribal, local government, or PNP contracts for PA-funded projects. However, if the Applicant incorporates prevailing wage rates as part of its normal practice for all contracts regardless of the funding source, then those rates are eligible.

XII. PUBLIC INFORMATION ACTIVITIES

The PIO’s responsibilities are detailed in Annex D. The PIO will be responsible for working with the debris manager, coordinator or assigned personnel to educate the public on debris separation, household hazardous material lists and disposal methods, dead animal handling, recycling, general disposal methods, pick up schedules, site locations, and drop-off procedures, safety and information to expedite the clean-up process. Informational material and press releases will be issued through currently established media links. Flyers with instructions or guides may be created to be distributed from structure to structure, (household to household).

XIII. VOLUNTEER MANAGEMENT

- A. A volunteer manager will be appointed to deal with volunteers, see Annex L, Attachment 3.
- B. Additional volunteers may be used to go from house to house with the flier to educate the public on debris disposal, separation and recycling. The flier will include information about the:
 - 1. Types of debris recycling and what they are.
 - 2. Dates that a volunteer will be in the neighborhood to assist in questions about separation of debris.
 - 3. Dates and times a pickup will occur in the neighborhood.
 - 4. The hazards of burning debris, hazardous materials, toxic fumes, smoke, etc.
 - 5. Debris drop-off points and procedures.
- C. Volunteers may leave the fliers on the doors, but will be available for questions if the occasion arises.
- D. Volunteer time and kinds of labor may be used to off-set local cost sharing during federally declared disasters. Accurate tracking systems of groups or individuals contributions of time, labor, cash or materials are essential for fiscal management. Groups should indicate a point of contact to the EOC.

XIV. STATE and FEDERAL AGENCIES

In the event that the president declares either an Emergency Declaration or Major Disaster declaration, debris management activities will be coordinated with state and federal agencies. In a large scale event, debris removal activities may be tasked to a federal agency. This could be the Department of Transportation, US Military, US Army Corps of Engineers, or other Debris Management specialists.

XV. ADMINISTRATION and LOGISTICS

- A. The Emergency Management Director should meet annually with the participating agencies such as city/county Public works, Parks & Recreation, jurisdictions' attorneys, Building departments, landfill authorities/owners and others having an identified role in debris management to review and revise this plan.

- B. Changes and revisions to this plan shall be made after any event involving disaster debris management.

XVI. TRAINING SCHEDULE

The responsibility of developing a regular training schedule on debris management and particular aspects of this plan falls upon the directors of each applicable department. Departments are encouraged to use the annual review and revise period to introduce the plan to employees, providing updated training and directions. The county’s five-year training calendar should include testing components of the plan within related exercises, drills and workshops.

LIST OF ATTACHMENTS

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TYPICAL HAZARDS AND DEBRIS GENERATED

Forecasted Debris Locations

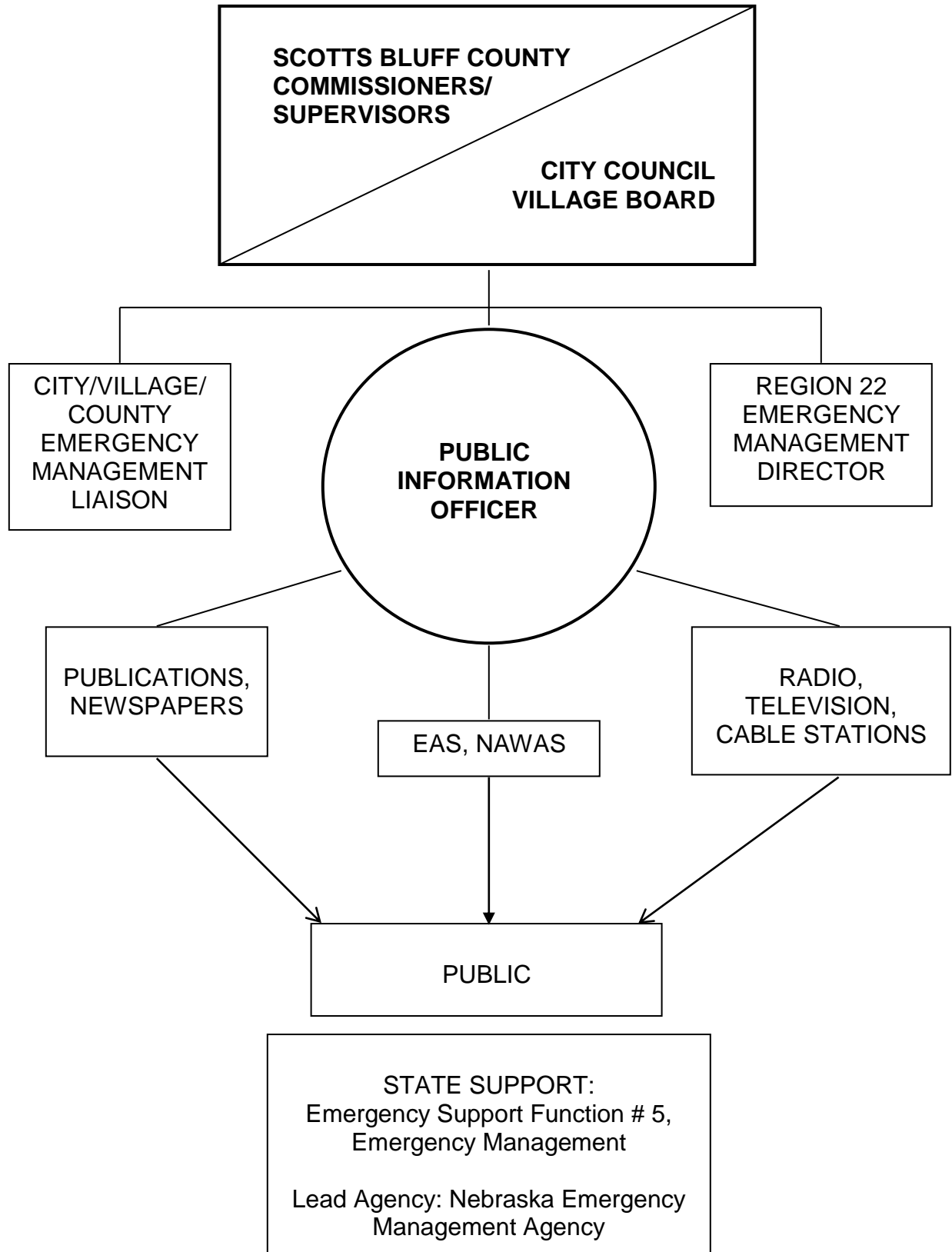
Debris will occur wherever a disaster occurs, though it is generally accepted that the presence of human development (homes, businesses, industry) increases not only the variety, but also quantity of debris. Such populated areas will feature growing amounts of construction debris, white metals and personal property. Industrial areas will feature much more hazardous waste, and therefore, more soil and land issues due to contamination.

Flood debris is most likely to occur in and adjacent to flood plain areas near bodies of water. Tornado and other storm debris are generally more wide-spread, and may include varying mixes of debris, dependent upon the development of homes and businesses in the affected areas.

Debris Forecast by Hazard		Typical Debris Streams								
		Green Debris	Construction & Demolition	Personal Property	Hazardous Waste	Household Hazardous Waste	White Metals	Soil, Mud, & Sand	Vehicles & Vessels	Putrescent
Local Hazards	Tornado	X	X	X	X	X	X		X	X
	Severe Thunderstorm	X				X				
	Flood	X	X	X	X	X	X	X	X	X
	Ice Storm	X				X				
	Fires	X	X	X	X	X	X		X	
	Hazardous Materials	X	X	X	X	X	X	X	X	X
	Industrial Incident		X		X	X	X	X	X	
	Aircraft Incident			X	X	X	X	X	X	X
	Acts of Terrorism	X	X	X	X	X	X	X	X	X

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EMERGENCY PUBLIC INFORMATION



D-1

2020

EMERGENCY PUBLIC INFORMATION

I. PURPOSE

This Annex establishes procedures for the rapid dissemination of emergency public information and outlines the media resources available. During an emergency/disaster, all levels of government are responsible for keeping the public informed of the situation. It is through a speedy and precise public information program that people are advised of hazards or threats and will be told of actions they need to take for their safety and survival.

II. SITUATION

- A. Radio station KNEB in Scottsbluff is the Local Primary (LP-1, or LP) Emergency Alert Station for Nebraska Operational Area 5 which serves SCOTTS BLUFF County. This station broadcasts the Initial weather alerts and warnings and national emergency warnings.
- B. SCOTTS BLUFF County officials will primarily use KNEB in Scottsbluff to broadcast emergency instructions and information directed to people within the County.
- C. Emergency public information may be disseminated in SCOTTS BLUFF County through an over-ride capability activated and controlled by Charter Communications Cable Television.
- D. There is one daily and three weekly newspapers in SCOTTS BLUFF County. Newspapers will be used for disseminating written instructions to the public.

III. ASSUMPTIONS and PLANNING FACTORS

- A. There are groups of non-English speaking people in SCOTTS BLUFF County. Nearly every household has members who can adequately read the newspaper and/or understand spoken English. Certain Panhandle Alert canned messages are in English and Spanish. In addition, persons may select the language of their choice upon registration for Panhandle Alert.
- B. There are provisions for disseminating emergency information to persons with access and functional needs.
- C. It is critical that the public have confidence that the local governments is in control of the situation. Awareness of an event, warnings and timely reports of actions mitigating the event, potential consequences, information, public orders/directions and information gains and builds this public confidence.

- D. During and after a disaster, specific protective action information and advice to the public is essential to maximize survival and protect property. Most of the public would comply with official advice received by them.
- E. Implementing the Joint Information System concept integrates incident information and public affairs into a cohesive organization providing consistent, coordinated, timely information.
- F. The media's approach to reporting disasters has, at times, crossed the line to sensationalism. Timely and accurate information from a credible source builds public confidence, reduces panic, fear and adverse public responses.
- G. Public broadcast outlets have a choice in which emergency messages they transmit.

IV. ORGANIZATION and RESPONSIBILITIES

- A. The Public Information Officer (PIO) directs all county emergency public information activities and interfaces with the public and media and with other agencies with incident-related information. The PIO is responsible for the collection, coordination, development, dissemination and monitoring of emergency public information.
- B. The Public Information Officer has been appointed by, and is the official spokesperson for the Mayor/Board Chair and/or County Commissioners (according to the impacted jurisdiction) and is a member of the Emergency Operations Center (EOC) Staff. The PIO will coordinate all public information activities with the Chief Executive, Region 22 Emergency Management Director and Incident Command.
- C. The PIO may appoint a supporting staff to assist in the public information functions and ensure the capability of extended operations. Supporting functions may include:
 - 1. Rumor Control/Public Inquiry/Public Inquiry
 - 2. Distribution of emergency information, including broadcast and printed materials, and monitoring the media releases for accuracy, and
 - 3. Coordination of emergency public information supplies and equipment requirements as well as volunteer support staff.
- D. The Public Information Officer at the Nebraska Emergency Management Agency, in a disaster situation, has the following responsibilities:
 - 1. Coordinates with and supports the Governor's Office,

2. Coordinates with and supports the local government's PIOs,
 3. Develops and releases information concerning the state's involvement and/or activities, and
 4. Monitors the media for accuracy of information released.
- E. The federal agency's PIO, when federal support is activated, will have the following responsibilities:
1. Coordinates with and supports the state and local governments PIO,
 2. Releases information concerning the federal government's involvement and/or activities.
- F. Volunteer and private organization PIOs should coordinate with the local Public Information Officer and release information concerning their own efforts.

V. CONCEPT of OPERATIONS

A. Coordination

1. The public information program requires a coordinated flow of information from all levels of government and private agencies through a central release point. This ensures that only accurate information is presented. This will be accomplished through:
 - a. Coordinating and exchanging information among all staff, department heads, and the PIO.
 - b. Collecting, compiling, and verifying information before authorizing releases.
 - c. Protecting/safeguarding sensitive information.
 - d. Releasing information to the media at briefings by the Public Information Officer or an authorized representative.
 - e. Establishing Rumor Control/Public Inquiry where citizens with questions can receive accurate and verified information. Rumor Control/Public Inquiry must be coordinated with the Communications Officer to ensure adequate public service telephone capabilities. The media will publish/broadcast the Rumor Control/Public Inquiry telephone number. In addition to answering questions from the

public, telephone operators will pass rumor trends on to the PIO and assistance requests to the EOC.

- f. Establish/activating a JIC for multi-agency coordination.
2. Information about emergency shelters, feeding, and assistance programs will be disseminated throughout the emergency/disaster period.
3. As a situation develops, uses all available media resources to increase public education, instructions, and information (Attachment 1).
4. Disaster information on radio/television and in the newspapers will be monitored to ensure the public is receiving accurate and timely information.

B. Information Dissemination

1. Joint Information Center (JIC)

- a. The Joint Information Center (JIC) at the Scotts Bluff County Commissioners Meeting Room is the designated place where the cooperating agencies' PIOs will conduct news briefings and conferences, however, another location may be determined at the time of the disaster.
- b. Briefings and conferences will be held at regularly scheduled intervals which will be determined at the time of the disaster.
- c. All supporting agencies will have access to and participate in the JIC.

2. Electronic Media

- a. Information requiring immediate broadcast for a local area will be released to radio and television stations. A list of local radio/television /cable stations is included in Attachment 1. Routine information will be given to the media through the Joint Information Center briefings.
- b. The Emergency Alert System (EAS) will be activated through radio stations KNEB AM/FM Nebraska EAS Operational Area 5, in accordance with the Emergency Alert System Plan and NOAA Weather Radio.
- c. Computers, social media and other electronic communications devices will have messages prepared appropriate to the medium and transmitted in a timely manner.

3. Printed Materials

Newspaper releases, flyers, brochures, etc. will be prepared and/or approved by the Executive Group and distributed at the direction of the Public Information Officer.

C. Support from State Agencies

1. The Nebraska Emergency Management Agency is responsible for the collection, correlation, and dissemination of disaster-related information to appropriate state agencies and the Governor's Office. The Nebraska Emergency Management Agency's Public Information Officer will during a State of Emergency, coordinate all state public affairs/information efforts with the Governor's Office.
2. The Nebraska Emergency Management Agency has established procedures for rapid dissemination of hazard warnings and disaster-related information to local government primarily through the National Warning System (NAWAS) and to the public through the Emergency Alert System (EAS).
3. The Nebraska Emergency Management Agency will coordinate the use of the state warning system to ensure that all commercial radio and television stations receive the emergency information.
4. The Nebraska Educational Telecommunications (NET) in conjunction with the Nebraska Commission for the Hearing Impaired, will, by law, provide text decoding to the hearing impaired for all programming to include area and statewide disaster warnings.
5. The Nebraska Emergency Management Agency's Public Information Officer will work closely with the local government and provide assistance, particularly in preparing and disseminating information to the public concerning disaster recovery centers.
6. State agencies will support local governments by providing reports of potential and existing widespread hazardous conditions.
7. The Nebraska State Patrol, in coordination with the Department of Transportation, will provide road conditions to responding agencies, media, and the public.
8. Subsequent to a Presidential Declaration, the Public Information Officers of all state agencies involved in disaster recovery efforts will coordinate activities with the federal agencies involved through the lead PIO at the JIC.

D. Support from Federal Agencies

1. The National Weather Service has the primary responsibility for issuing weather-related disaster warnings to the public.
2. Under a Presidential Emergency or a major disaster declaration, the Federal Emergency Management Agency's (FEMA) Public Information Officer will coordinate and be responsible for release of public information concerning federal assistance.

E. Support from Volunteer Agencies and Organizations

Volunteer and private organizations will be evaluating the situation and making internal determinations of the level of assistance they can provide. Each organization, in coordination with state and local governments and the JIC, will be providing public information concerning their efforts.

F. Support from Media

Arrangements have been made with local media organizations to ensure rapid dissemination of emergency public information.

VI. ADMINISTRATION and LOGISTICS

- A. The County Public Information Officer should meet annually with local government officials, the Emergency Management Director, and media representatives to review this Annex and coordinate operating procedures.
- B. The Emergency Management Director will revise this Annex based upon the recommendations of the PIO.
- C. Every effort will be made to incorporate media involvement in exercises of the Basic Plan.

VII. TRAINING and EXERCISING

A. Training

The training program will be consistent with the Homeland Security Exercise Plan procedures. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Media Outlets	D-9

MEDIA OUTLETS

RADIO		
EAS PRIMARY STATION		
Rural Radio-Scottsbluff	Phone:	(308) 632-7121
1928 East Portal Place	FAX:	(308) 635-1079
Scottsbluff, NE 69361	Hotline:	(308) 632-5632
KOLT AM 690 KHz AM / 101.7 FM KNEB AM 960 KHz AM / 100.3 FM KMOR FM 93.3 FM KNEB FM 94.1 FM KOZY FM 101.3 FM KHYY FM 106.9 FM	Contact:	Bill Boyer (308) 641-9247 Scott Miller (308) 225-1762 Nikolas Chizek (308) 225-2128
Spirit Catholic Radio		
13326 A Street	Phone:	(402) 571-0200
Omaha, NE 68144	FAX:	(402) 571-0833
KETT FM 99.3 FM	Hotline :	
	Contact:	Jim Carroll
KCFM FM		
209 East 15 th	Phone:	(308) 632-5264
Scottsbluff, NE 69361	FAX:	(308) 635-0104
KCFM FM 97.1 FM	Hotline:	
	Contact:	Gary Almquist
TELEVISION		
KNEP TV (NBC Nebraska)		
1523 1 st Avenue	Phone:	(308) 632-3071
Scottsbluff, NE69361	FAX:	(308) 632-3596
	Contact:	Tregg White (307) 634-7755
KSTF TV		
2923 East Lincolnway	Phone:	(308) 632-6170
Cheyenne, WY 82001	FAX:	(307) 637-8604
	Contact:	Tregg White (307) 634-7755

CABLE TELEVISION		
SPECTRUM	Phone:	(888) 438-2427
1204 Avenue B	FAX:	
Scottsbluff, NE 69361	Hotline:	
ALLO COMMUNICATIONS	Phone:	(308) 633-5050
1720 E 20 th Street	FAX:	
Scottsbluff, NE 69361	Contact:	Clint Schleicher (308) 633-7833
NEWSPAPERS		
Daily		
Scottsbluff Star Herald	Phone:	(308) 632-9000
1405 Broadway	FAX:	(308) 632-9001
Scottsbluff, NE 69361	Contact:	News Department
Daily (except Monday)		(308) 632-9040
Weekly		
The Business Farmer	Phone:	(308) 635-3110
1617 Avenue A	FAX:	(308) 635-7435
Scottsbluff, NE 69361	Contact:	Craig Allen
Press Day: Thursday / Wed. noon Deadline		(307) 532-2090
		(307) 532-2184
Gering Courier	Phone:	(308) 632-9000
1405 Broadway	FAX:	(308) 632-9001
Scottsbluff, NE 69361	Contact:	News Department
Press Day: Thursday / Wed. deadline		(308) 632-9040
Voice News of Western Nebraska	Phone:	(308) 225-4613
105 W. Webster St	FAX:	.
Mitchell, NE 69358	Contact:	.
Press Day: Wednesday???		
PRINTERS		
Goodwin Printers	Phone:	(308) 436-4822
Print Express	Phone:	(308) 635-2045
Star Herald	Phone:	(308) 632-9000
Century Business Products	Phone:	(308) 632-3356

WEBSITES

Nebraska Emergency Management Agency www.nema.ne.gov

National Weather Service www.weather.gov/cys

Federal Emergency Management Agency www.fema.gov

Homeland Security <http://www.dhs.gov>

Scotts Bluff County www.scottsbluffcounty.org

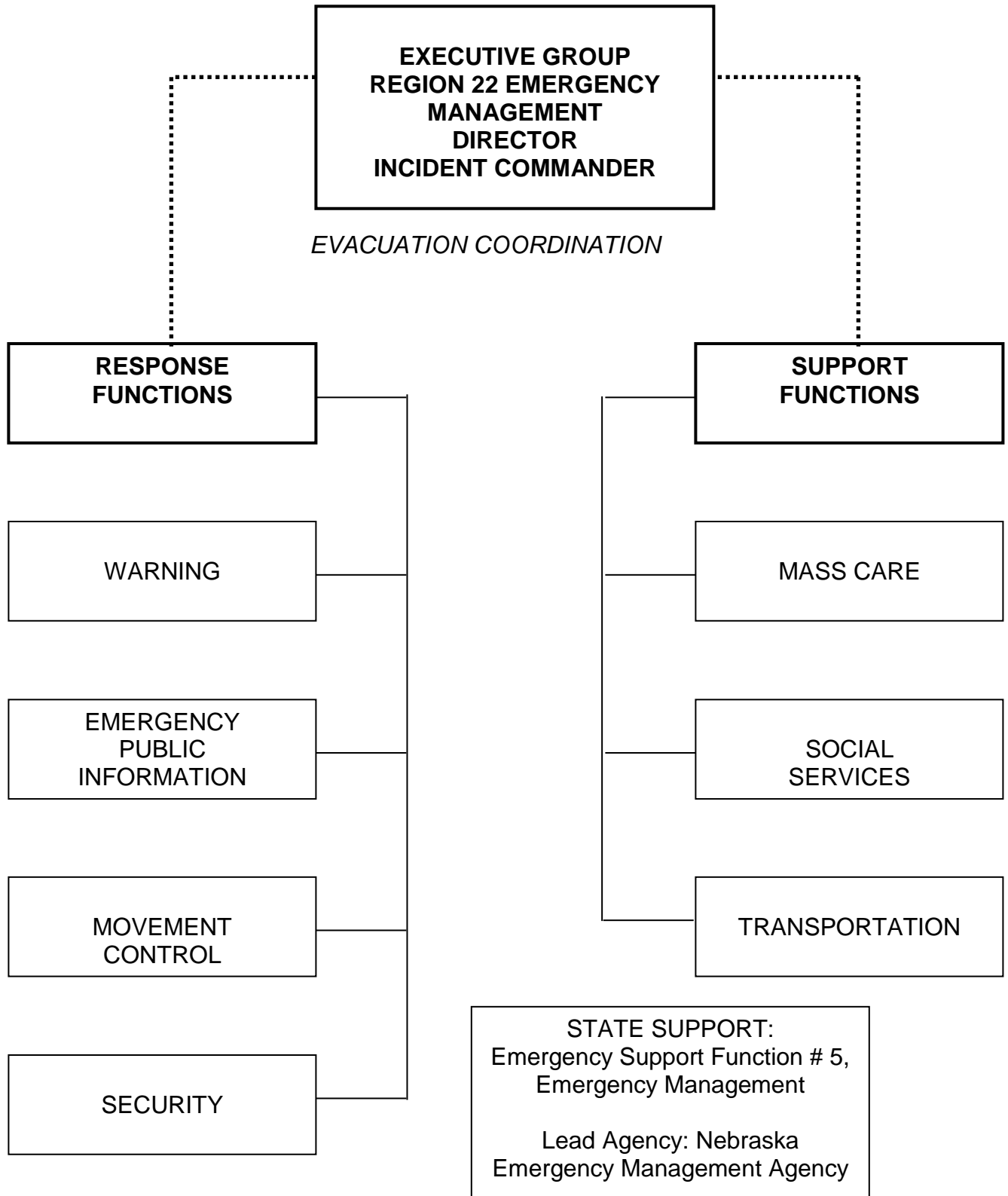
City of Gering www.gering.org

City of Scottsbluff www.scottsbluff.org

Regional West Medical Center www.rwhs.org

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EVACUATION



EVACUATION

I. PURPOSE

This Annex provides direction and planning guidance for the implementing a timely and orderly evacuation of all or any part of SCOTTS BLUFF County when that is the most effective means for protecting the population.

II. SITUATION

- A. The most likely causes for evacuation are floods, hazardous material spills or release (regardless of the cause or type of material) and fires.
- B. Some flooding along the North Platte River occurs almost annually. While much of this involves lowland agricultural flooding, damage to public property (bridges, highways, and county roads) is a primary concern. Maps showing the 100 year flood plain are located at the Region 22 Emergency Management office and the Scotts Bluff County Planning and Zoning Department. Rapid spring snow melt, already full dams, full irrigation canals, and unexpected heavy rains have had an impact on flooding, even in most recent years. Rapid spring snow melt, already full dams, full irrigation canals, and unexpected heavy rains can have an impact on flooding. Scotts Bluff County could also be affected by failure of the Grayrocks and Guernsey Dams located in Wyoming. The failure of any one of the controlling dams in Eastern Wyoming could cause a “domino effect” of full dams. Rapid snow melt in the mountains and heavy rains can cause additional stress and pressure on the dams. While much of this involves lowland agricultural flooding, damage of public property (bridges, highways, and country roads) and the potential for evacuation of Terrytown and portions of Scottsbluff are primary concerns. Flooding can also occur by failure of the Lake Alice, Lake Minatare, and Gering Valley Watershed Dams A, B, C, Lower G, and H). See Appendix 1 for flooding details.
- C. Anhydrous ammonia and other hazardous materials are transported, used and stored in the county. A hazmat spill, release or accident could require an evacuation. Transportation accidents on Highway 26, Highway 71, Highway 96, Union Pacific Railroad or Burlington Northern Santa Fe Railroad could affect evacuation movement.
- D. There are places where large gatherings occur. Among these are the schools in the county with a student population over 7500 and Western Nebraska Community College in Scottsbluff with a population of over 2000 students and faculty. Other facilities that could pose special evacuation problems are Regional West Medical Center in Scottsbluff and the seven health care/senior citizen facilities located in Scottsbluff, Gering, and Mitchell. The Scotts Bluff County Fairgrounds in Mitchell frequently has a large population in attendance as well as other areas throughout Scotts Bluff

County that provide entertainment functions as well as recreational functions. Each of these facilities and events should develop and exercise their specific evacuation plans and may coordinate with the EM for planning information or to participate in jurisdictional or regional joint exercises.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Each jurisdiction will develop a Primary Evacuation Plan specific to the community and their needs. This Plan addresses at least the listed assumptions and planning factors, yet keeps in mind that unique situations may cause departure from portions of the Primary Plan. This Primary Evacuation Plan will be the guide for local or incident evacuation decisions.
- B. While some evacuations allow time for incident planning, the worse case assumption is that there will be little or no warning of the need to evacuate. The evacuation decision could occur day/night and in all weather conditions.
- C. All evacuation decisions and resultant actions are event or incident driven.
- D. Evacuation plans will give due consideration to closing of schools, malls, businesses in the risk areas or during pandemic events.
- E. Evacuation plans will give due consideration to people with access and functional needs that require transportation and populations with companion or service animals.
- F. Evacuation plans will give due consideration to the transportation and sheltering of household pets.
- G. All safe and practical modes of transportation will be considered for evacuations. Most people will use their own vehicles to leave the evacuated area. Fuel shortages may occur and evacuation routes may be blocked with vehicle breakdowns.
- H. Maximum traffic congestion should be expected.
- I. In urban areas, additional time is required to inform citizens, develop assembly areas, load and transport those needing mass transportation, prepare public announcements of designated assembly areas, review or create usage agreements for use of privately owned assembly areas. Plans to transport mobility impaired individuals to the safe areas should be in place and is essential in the Primary Evacuation Plan.
- J. There would not normally be time to obtain personnel support from outside the county. Local government resources could be severely stressed with many responders and their families affected by the evacuation.

- K. Evacuees will have little preparation time and may require maximum support in shelter/reception centers, particularly in the areas of food, bedding, clothes, and medical supplies. Many will be concerned about the care and welfare of pets and animals.
- L. Reception centers and shelters, within the county and neighboring counties, need as much advance notice as possible. At the time of public announcement of the evacuation order, shelters may not be fully set up to handle the evacuees, especially for those with functional needs or those at risk. Medical shelters are for medically fragile people who require care provided in hospitals and nursing homes. People with access and functional needs can be integrated into a shelter setting appropriate to their needs which is typically mass care.
- M. Voluntary evacuation could occur after the public has been advised of a potential problem or danger, even though the situation does not warrant an official evacuation. Under this situation:
1. Voluntary evacuation in excess of 50 percent of the residents of the affected area is a possibility if there is an extended danger period.
 2. News reports of a hazard situation may cause voluntary evacuation.
 3. If evacuation is directed for a small area, then voluntary evacuation of adjacent areas should be expected.
 4. A large percentage of voluntary evacuees will leave because they have a place to go such as to relatives, friends, etc.
 5. Those concerned about their pets, livestock, research and commercial or production animals should be advised to implement their individual family/business evacuation plan that addresses the care and welfare of their animals.
 6. Following an event, fear and anxiety can be expected from individuals, first responders, care providers and the worried well; all of which will stress support agencies beyond those directly involved with the movement of people.
- N. Animal owners have the primary responsibility for the survival and well being of their animals and are responsible for all costs associated with the care and well being of their animals.
1. Some evacuees, not having their own transportation, will still want to take and be sheltered with their pets.
 2. Some animals will pose a threat to other animals and humans. Therefore animals being evacuated by public means should be appropriately restrained, muzzled or confined.

3. Household and service animals require the same general care as people; food, water, exercise, places for relief, security, etc.
- O. Some people will refuse to evacuate.
 - P. State and federal highways will receive priority snow removal by the Department of Transportation and are expected to be open at all times. County roads in the area are mainly graveled, and the road networks are sufficiently developed that alternate routes can be developed if temporary closures are experienced.
 - Q. The Emergency Manager will share local plans with neighboring or regional jurisdictions so that roles and responsibilities are defined and traffic control, sheltering, public information and other essential functions are coordinated and monitored. The most recent version of a county's LEOP can be found on the NEMA website: <https://nema.nebraska.gov/>.
 - R. An evacuation communications plan will be developed and implemented to maintain coordination between Incident Command, the EOC, responders, receiving sites and the evacuees and non-evacuating populations.
 - S. Plans to reconstitute or return citizens back to their homes, schools and businesses will be developed concurrently with the incident evacuation plan. This plan will consider staged or phased time periods for returns. Any health and general safety concerns and available emergency shelter should be addressed should the returning individuals find their homes uninhabitable, permanently or partially.
 - T. Re-entry plans will give due consideration to expected medical or health issues, the recovery of the dead, the recovery and disposal of animal remains.
 - U. Re-entry and restoration of the affected area may take weeks to months. Return plans should address this issue for returning evacuees.

IV. ORGANIZATION and RESPONSIBILITIES

The overall responsibility for issuing evacuation orders rests with the chief elected executives of the affected political subdivisions. When there is an immediate need to protect lives and provide for public safety, the Incident Commander can make the decision to evacuate. Key organizational requirements are:

- A. Jurisdiction's Chief Elected Official (CEO)
 1. When circumstances permit, the CEO will formally declare the evacuation order; maintain the management, direction and control, and

support of the evacuation. The CEO may also issue a disaster declaration as in any "all-hazard" disaster.

2. Will implement appropriate sections of the jurisdictions' Continuity of Operations / Continuity of Government Plans.
- B. Region 22 Emergency Management Director:
1. Responsible for advising the Executive Group on the evacuation decision, for coordinating evacuation support activities, coordination with the Incident Commander, providing for special transportation needs, sheltering issues, closing of hospitals, schools and businesses, and managing resources.
 2. Will coordinate the development of the Evacuation Incident Action Plan with Incident Command and the other agencies involved in an evacuation.
 3. Co-authors the evacuation communications plans with the Communications Officers and the Incident Commander.
 4. Notifies the PIO and with the IC, determines the JIC activation level.
- C. Law Enforcement Agencies:
1. Responsible for conducting actual evacuation efforts, for designating evacuation routes, providing traffic and movement control, monitoring traffic flow, and establishing security of the evacuated area.
 2. If necessary, they will also assist in warning the public.
 3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation plan.
- D. Fire Departments:
1. Responsible for on-scene control and for advising executives on the evacuation decision for hazardous material and fire incidents.
 2. Responsible for fire security in evacuated areas and assistance in warning the public.
 3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation plan.
- E. Public Works Director / County Highway Superintendent / Street Superintendent:

1. Responsible for maintenance of the evacuation routes and for providing traffic control devices.
2. May be assigned the responsibility for care and maintenance of portable toilet facilities, monitoring emergency fuel supplies and distribution, and dealing with disabled vehicles blocking the evacuation routes.
3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation plan.

F. Local government and/or non-governmental schools, animal shelters, zoos, refuges, veterinary facilities, voluntary animal care organizations:

1. These entities may provide advice to the public about the welfare needs of the animals, availability of space within their facilities, trained staff to assist in mass care shelters, and resources such as food, cages and medical supplies for evacuated animals.
2. These groups may provide insight and additional information on animal care during an evacuation for inclusion into the Primary Evacuation Plan and will cooperate with local law enforcement agencies and the EOC during an incident.
3. Individuals with pets and service animals are responsible for their animals care, maintenance and welfare at public shelters, if such shelters are available.

G. Public Information Officer:

1. Responsible for the dissemination of emergency information advising the public of what evacuation actions to take, availability of shelters and re-entry.
2. Responsible for rumor control and responding to requests for information from the media and messages to the non-evacuating population.

H. American Red Cross:

1. After the initial response, the ARC is responsible for coordinating mass care activities including registration, lodging, and feeding. The Salvation Army and other service organizations may provide support as defined in Annex I.
2. The Red Cross may provide animal friendly sheltering or information to registered evacuees of animal sheltering options.

I. Panhandle District Office, Nebraska Department of Health and Human Services:

Will ensure that Social Service programs are continued and supported by other area programs, such as the Area Aging Office of Western Nebraska, and may assist in crisis counseling and other activities for people with access and functional needs. Social Services actions are defined in Annex G.

J. Game and Parks Commission:

1. Will assist evacuation efforts in state parks and recreation areas during major emergency/disaster operations.
2. Will support other law enforcement agencies as practical.

K. Affected Facilities (Hazardous Materials Incident):

The Facility Emergency Coordinator will advise local and State officials if the facility management recommends evacuation or in-place shelter.

V. CONCEPT of OPERATIONS

A. Direction and Control

1. The primary responsibility for evacuation activities rests with the local government. Public officials are expected to:
 - a. Provide security and access control for the evacuated area,
 - b. Provide temporary shelter and mass care support for the evacuees,
 - c. Coordinate the return of people to their homes as safety permits,
 - d. Manage recovery operations, and
 - e. Return to normal operations.
2. The Emergency Operations Center may be activated because of the primary hazard event. Executive direction and control of the incident and any ensuing evacuation may be conducted from the EOC as outlined in Annex A. The Region 22 Emergency Management Director may coordinate all evacuation support activities.
3. Large-scale evacuations spanning multiple jurisdictions or regions require comprehensive response strategies. To facilitate resource support and coordination of the Incident Command Post(s) across local or regional boundaries, it is suggested that a Regional Unified Command structure or Multi-Agency Coordination Centers (MACC) be established.

4. Reception plans of the counties or cities agreeing, by established Mutual Aid Agreements or MOUs, to host evacuees and the designated shelters for large-scale or regional evacuations need to be implemented early in the response. Area hospitals will be alerted to the situation.
5. Implement appropriate portions of the jurisdiction's COOP-COG Plan to ensure that vital and essential functions of government services continue during and after a disaster, especially when government facilities and staff are affected.

B. Evacuation Order

1. The Chief Executive of the affected political subdivision will normally order an evacuation.
2. In situations where rapid evacuation is critical to the continued health and safety of the population, the Incident Commander may order an evacuation.
3. During floods, evacuation orders will generally be initiated after evaluation and recommendation of Scotts Bluff County Public Works Director and/or Region 22 Emergency Management Director. Dam failure/flooding considerations are in Appendix 1 of this Annex.
4. In a radiological incident/accident, the evacuation order will be based on the recommendation of the Nebraska Health and Human Services.
5. All evacuation orders will contain instructions for at-risk populations to take medications, supplies and special equipment with them or to notify the Region 22 Emergency Management (depending on circumstances – Director, Hotline, or transportation officer) for transportation assistance
6. All governmental agencies will account for their financial expenditures from the time of the threat or incident occurrence, during and after the evacuation and re-entry.
7. All potentially impacted jurisdictions supporting the response will be notified of evacuation decisions and given briefings as the response progresses.

C. Evacuation Decision Considerations

Evacuation may be only one of several protective action alternatives. Decision makers must exercise care to ensure that a directed evacuation will not place the affected population into a more dangerous situation than posed by the primary hazard. When ordering the evacuation, the following considerations should be addressed:

1. Weather conditions,
2. Evacuation routes, their capacities and susceptibilities to hazards,
3. The availability and readiness of shelters for evacuees,
4. Effective means of providing public information and direction, especially to people with access and functional needs.
5. Modes of transportation for evacuees and for those unable to provide their own,
6. The location in the evacuation area of people with access and functional needs including nursing home or hospital patients, day care centers, apartment complexes, schools, jails, businesses, other congregate areas. These may pose unique evacuation problems and the evacuation itself could be more life threatening than the initial hazard.
7. In the event of a hazardous material incident the choice needs to be made between evacuation and in-place shelter. The decision should be based on the wind speed and direction and density of the plume and the chemical substance involved.

D. Evacuation Area Definition

The definition of the area to be evacuated will be determined by those officials recommending or ordering the evacuation based on the advice of appropriate advisory agencies. In the case of hazardous materials incident/accidents, fire chiefs should refer to the DOT Hazardous Materials Emergency Response Guide book, or follow the recommendation provided by CHEMTREC. In all cases, the hazard situation will be continually monitored in case changing circumstances, such as a wind shift, require redefinition of a potentially affected area. The PIO will ensure that the evacuation area is described to the public in understandable terms.

E. Public Notification

Persons to be evacuated should be given as much warning time as possible.

1. Pre-evacuation Warning: For slow moving events, pre-evacuation notice should be given to affected residents. Residents should be advised that they might have to move out with little or no additional notice. Those with concerns for their pets should be advised to implement their family evacuation plans. Consideration should be given to early evacuation of schools and large gatherings. Hospitals and nursing homes will be kept fully advised of the situation and be given earliest possible warning because of the extra time required to evacuate.

2. Evacuation Warning: All warning systems will be utilized to direct the affected population to evacuate. Wherever possible, the warning should be given on a direct basis as well as through the media. The use of vehicles moving through the affected area with sirens and public address is usually effective. Door-to-door notification should be considered, particularly in rural areas. Responders should sweep the evacuated area to ensure all persons have been advised. Persons refusing to follow evacuation instructions will be advised of possible consequences and then left alone until all who are willing to leave have been provided for. Time permitting, further efforts may be made to persuade them to evacuate. In accordance with the jurisdiction's Primary Evacuation Plan, persons with animals refusing to evacuate may be advised that further attempts at evacuation will be made only when there is the capability to assist them without risking the lives and safety of the rescuers. See Attachment 1, Responsibilities of Household Animal Owners.
3. Emergency Public Information: The Public Information Officer will ensure that evacuation information is disseminated to the media in a timely manner. Instructions to the public such as traffic routes to be followed, location of temporary reception centers as well as situation updates will be issued as that information becomes available. Specific public information guidelines are contained in Annex D.
4. Both government and non-government shelter agencies and managers need to be notified and briefed early in the process: Shelters require lead time in preparation to receive evacuees. In large scale or regional events, the host counties, cities, villages beyond the affected jurisdiction(s) need notice as soon as possible in the response phase.

F. Movement

Law enforcement agencies will direct and control the vehicular and pedestrian traffic flow during the evacuation.

1. The jurisdiction's primary evacuation plans will be used to determine the specific evacuation routes at the time of the evacuation decision.
2. Evacuation procedures and instructions will be part of the warning and subsequent public information releases.
3. If at all possible, two-way traffic will be maintained on all evacuation routes to allow continued access for emergency vehicles. Specific traffic control points will be determined at the time based on anticipated traffic volume and identifiable problem areas.
4. The Scotts Bluff County Consolidated Communications Center will coordinate the use of wrecker services needed to clear disabled vehicles.

5. Traffic control devices such as signs and barricades will be provided by the Public Works Departments/County Road/Bridge/Flood Control Department.
6. Fuel shortages that could be experienced by the evacuees will be addressed under the primary plan.

G. Transportation of People with Access and Functional Needs

The Region 22 Emergency Management Director will determine requirements for special transportation and coordinate with the EOC and social service support agencies, for the use of transportation resources to support the evacuation, especially transportation for people with access and functional needs.

1. Assembly (Staging) Area: If the potential evacuated population is of significant size, there could be many people without private transportation. Convenient centralized locations in the evacuation area, such as schools or churches, will be identified as assembly areas. These locations will be announced in evacuation instructions issued by the Public Information Officer. Residents will be instructed to go to the assembly areas for transportation. The transportation of persons with animals, other than service animals, will be a consideration in the Evacuation Action Plan.
2. Transportation of People with Access and Functional Needs: There could be cases where people with access and functional needs located in the evacuation area will not be able to get to the assembly point or would need special types of transport. The Region 22 Emergency Management Director will make provisions for the use of government or volunteer vehicles to transport these individuals. The public will be instructed to notify the Region 22 Emergency Management office, transportation officer or Hotline (a special number may be provided) of any special transportation problems.
3. Health Care Transportation: The evacuation of the nursing homes or the hospital poses special transportation problems. The institutions' administrators will determine specific transportation needs and coordinate with the Region 22 Emergency Management Director if transportation assistance is needed. Ambulances from fire and rescue departments within the County may be the primary resource for medical transport. The health care provider should maintain a list patients using durable medical equipment and arrange for transportation for this specialized need.
4. Transportation Resources: School buses operated by the various school systems, public transportation buses and vans from the Tri-City Roadrunner, operated by Scotts Bluff County, might be available during

emergencies. The Emergency Manager maintains a listing of all such resources (Annex L).

H. Mass Care of Evacuees

While many evacuees will go to the homes of friends and relatives, there may be requirements for temporary mass lodging and feeding. The jurisdiction may have to provide temporary reception centers until the Red Cross can establish short term shelters. Mass care of evacuees will be managed by the American Red Cross. Mass Care operations are covered in Annex I.

I. Health Care Facilities

Evacuations of health care facilities create special problems and may extend the time required to clear the affected area. Health care evacuation considerations are addressed in Annex G.

J. Schools

1. All schools have internal emergency evacuation plans.
2. Area Schools have radio-equipped buses and vans capable of carrying a total of 3,000 passengers. Under normal circumstances, no additional buses would be necessary. If buses are required to make more than one trip, they will take students and staff to a temporary staging area outside the hazard area and return for additional passengers.

K. Access Control

1. Law enforcement agencies will establish a perimeter control to provide security and protection of property. An access pass system will be established.
2. Curfews may need to be established to limit risks to responders and victims who might wish to remain or re-enter the disaster area.

L. Re-entry

Reoccupation of an evacuated area requires the same considerations, coordination, and control of the items undertaken in the original evacuation and is addressed in the initial and all revised Evacuation Action Plans. The chief executives will make the re-entry decision and issue a Re-entry order after the threat has passed, the evacuated area has been inspected and found safe by fire, law, health, and utilities personnel. Some specific re-entry considerations are:

1. Ensure that the threat which caused evacuation is over.

2. Ensure that search, rescue and recovery missions are completed so that survivors and any human or animal remains have been attended to and recovered.
 3. If needed, ensure that homes have been inspected to determine if they are safe to return to and unsafe structures are so marked to prevent entry.
 4. Determine the number of persons in shelters who will have to be transported back to their homes.
 5. If homes have been damaged, determine the long-term housing requirements.
 6. Coordinate traffic control and movement back to the area.
 7. Implement the portion of the Evacuation Plan that provides assistance to individuals with lost or missing family members.
 8. Inform the public of proper re-entry actions, particularly cautions they should take with regard to re-activating utilities in addition to issuing instructions for proper clean-up and debris disposal.
 9. Implement the portion of the Evacuation Plan that provides assistance to individuals requiring counseling, see Annex G, or financial or housing assistance.
- M. State Support

Under disaster conditions, evacuation support and resources may be available from a number of state agencies. Assistance will generally be requested through the Nebraska Emergency Management Agency. Assistance includes manpower, transportation, supplies and technical advice. The following agencies may become involved in the emergency evacuation of an area.

1. Department of Transportation: The Department of Transportation will provide updated information on road conditions, load bearing capacities and usability to support evacuation or rerouting of traffic. They will also provide equipment and manpower to maintain or repair roads and bridges to usable condition in support of an evacuation. Personnel may assist in traffic control by erecting barricades, warning lights and signs, or providing manpower.
2. Health and Human Services: The Nebraska Health and Human Services will make recommendations to local authorities and the Nebraska Emergency Management Agency regarding health problems within an

area which may dictate that evacuation of that area is necessary. Special consideration will be given to hospital and nursing home evacuation. If an evacuation is initiated, maintenance of the health standards in reception areas will be closely monitored. This agency is responsible for the prevention of overcrowding, spread of disease, and the development of unsanitary conditions/practices.

3. State Fire Marshal: The State Fire Marshal may recommend that evacuation of an area be initiated because of an existing fire emergency. The State Fire Marshal may coordinate manpower from local fire departments for disaster assistance.
4. Nebraska State Patrol: The State Patrol will establish control points for traffic control, assist in maintaining order, issue passes to prevent unauthorized entry into areas, obtain medical help and direct emergency vehicles to the proper destination within the disaster area.
5. Nebraska National Guard: The National Guard will provide support to the civil authorities when authorized by the Governor. Any National Guard facility or area may be used as an assembly or dispersal area in support of evacuation procedures with the approval of the Nebraska National Guard on request by the Nebraska Emergency Management Agency.
6. Game and Parks Commission: The Game and Parks Commission field personnel may be able to provide information on local conditions or augment law enforcement personnel in traffic control. The Game and Parks Commission also has boats available to assist in evacuation during floods.

N. Non-Governmental Organizations

The Nebraska Humane Society and the local affiliates may provide advice to the public about the welfare and sheltering needs of the animals, trained staff to assist in mass care shelters, and resources such as food, cages and medical supplies for evacuated animals.

VI. ADMINISTRATIVE

- A. After each evacuation of any scale, the incident involved officials, first responders, Emergency Management, other support agencies and jurisdictions, and possibly interested citizens will conduct a post-incident critique and write after-action reports (AAR) and evaluations. These documents will be the basis for review of and revision of policy.
- B. The Region 22 Emergency Management Director is responsible for the annual review and update of this Annex. The AARs and evaluations will provide guidance in this annual update.

VII. TRAINING and EXERCISING

A. Training

The training program will be consistent with the Homeland Security Exercise Plan process. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

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Appendix 1	Flood\Dam Failure Evacuation	E-19

RESPONSIBILITIES of ANIMAL OWNERS 'PETS and SERVICE ANIMALS IN DISASTERS'

(NOTE: This may also be distributed as part of the Region 22 Emergency Management outreach efforts)

Family disaster planning should also include pets (household animals). If you must evacuate your home and you have the time and resources, plan to take your pets with you. Pets most likely cannot survive on their own and if they do, you may not be able to find them once you return. Include these steps in your planning:

- A. Locate a safe place for the pets before disaster strikes. Friends or relatives outside the affected area may shelter your animals. If you have more than one pet, they may be more comfortable if kept together, but be prepared to shelter them separately.
- B. Prepare a list of friends, boarding facilities and veterinarians who could shelter animals in an emergency; include 24 hour phone numbers.
- C. Call hotels and motels in your immediate area and a reasonable distance from the home. Ask whether they accept pets, under what conditions, and whether they are restricted as to the size or number of animals.
- D. Call local boarding kennels.
- E. You may not be home when an evacuation order or disaster warning is given. Make arrangements with a trusted friend or relative to gather your pets and meet you at a pre-arranged location.
- F. Assemble a portable Pet Disaster Supplies Kit and keep it in a sturdy container in an accessible place. Essential supplies will be needed, regardless of the time the family will be away.
 1. Medication and medical records (stored in a waterproof container),
 2. A first aid kit,
 3. Current photos of the pet(s),
 4. Food, water, medications, portable bowls, cat litter/pan, and can opener, feeding schedule, notes about medications or potential behavior problems,
 5. Instructions on the pet(s)' feeding schedules, diet, and special circumstances (allergies, difficulty chewing/swallowing, mobility restrictions, diabetes, etc.) and
 6. Sturdy leashes, harnesses, and/or carriers to transport pets.

- G. Know what to do as a disaster approaches:
1. Owners are responsible for the care, feeding and control of their animals at all times, including any time spent in public or private shelters.
 2. Call ahead to your pre-identified care facility to confirm emergency shelter arrangements for you and your pet.
 3. Check that your pet disaster supplies are ready to take at short notice.
 4. Eliminate search time for your pets by sheltering them in one central place (a barn, the house, the basement, storm cellar, etc.).
 5. Make sure all dogs and cats are wearing collars that are securely fastened with up-to-date identifications. If available, attach the name, address, and phone number of the temporary shelter the family will be located or the information of the friend/relative where you'll be staying. Temporary tags may be purchased or adhesive tape attached to the pet's I.D. tag may be used for additional information.
 6. Transport dogs, cats and birds in sturdy carriers, reptiles such as snakes and lizards in heavy cloth bags, "pocket pets" animals such as rabbits, hamsters, gerbils in cages that can contain litter or the bedding without spilling during transport or sheltering.
- H. If you cannot move your animals, try to arrange to leave a minimum of three days food and water for each animal. Bring all animals indoors. Do not chain or restrict any animals outside. Separate dogs from cats as even "friendly" or "family pets" may show signs of stress and lash out or attack other animals in the house. Provide for sanitation as best possible.
- I. Provide for search and rescue responders semi-permanent notices on the inside and outside of the house that there are animals in the house. List the kinds and numbers of animals, favorite hiding places, other essential information and how the responder can reach you concerning the care and welfare of your pets.
- J. Follow all directions and procedures if you place the pet in a public animal care facility. You are still responsible for your animal(s).
- K. Large animals and livestock require a higher level of response. Additional planning guidelines may be available through local veterinarians or animal associations and trade organizations. Plan to have an animal identification system, trained handlers, sufficient transportation and alternate sites to feed and house the animals if evacuation is necessary. Have sufficient feed, water, medications and handling equipment for several days should one choose to shelter-in-place. Consider having an alternate power supply for water pumps.

FLOOD/DAM FAILURE EVACUATION

I. PURPOSE

This Annex identifies actions required to evacuate the population and protect facilities threatened by flood or dam failure.

II. SITUATION

A. North Platte River Basin

1. SCOTTS BLUFF County lies within the North Platte River Basin. The North Platte River flow is controlled so that flooding is infrequent. However, damaging floods occur. Many of the areas between the plains and the valley are steep and concentrate runoff from high intensity storms. Heavy winter snows, ice dams and rapid spring melt can overstress the system of flood control impoundments resulting in flooding.

1. 2. Approximately six to ten percent (6-10 %) of the county's population resides within the 100-year flood plain as defined on the National Flood Insurance Maps, located in planning and zoning departments in the county.

3. The most current flood maps from FEMA are available at:

<http://msc.fema.gov/portal>

B. Dams That Could Affect SCOTTS BLUFF County

1. Grayrocks Dam (Wyoming)

Owner: Basin Electric Power Cooperative

Emergency Preparedness Plan: April 6, 1989

Inundation Area: Would affect the entire North Platte River as far east as Lake McConaughy. In Scotts Bluff County, area affected would be slightly greater than the 100-year flood plain with the greatest effect on McGrew and Minatare which would approach 100 percent inundation. Refer to the Grayrocks Warning and Information Plan for detailed maps.

2. Guernsey Dam (Wyoming)

Owner: Basin Electric Power Cooperative

Emergency Preparedness Plan: April 1990

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Inundation Area: Would affect the entire North Platte River as far east as Lake McConaughy. In Scotts Bluff County, area affected would be slightly greater than the 100-year flood plain with the greatest effect on McGrew and Minatare that would approach 100 percent inundation. Refer to the Guernsey Dam Warning and Information Plan for detailed maps.

3. Lake Alice Dam (Scotts Bluff County)

Owner: U.S. Bureau of Reclamation

Operator: Pathfinder Irrigation District (Mitchell)

Emergency Preparedness Plan: January 1990

Inundation Area: Refer to the Emergency Preparedness Plan.

4. Lake Minatare Dam (Scotts Bluff County)

Owner: U.S. Bureau of Reclamation

Operator: U.S. Bureau of Reclamation, North Platte Project

Emergency Preparedness Plan: January 1990

Inundation Area: Refer to the Emergency Preparedness Plan.

5. Gering Valley Watershed Dams (A, B, C, Lower G, and H)

Owner: North Platte Natural Resources District

Operator: Gering Valley Flood Control Project (Permanent Maintenance Committee)

Emergency Preparedness Plan: August 1983

Inundation Area: These five of the nine flood control dams are considered to be high hazard. The failure of any one dam could affect from five to fourteen residences or facilities. Refer to the appropriate Emergency Preparedness Plan for details.

C. Potential Effect of Dam Failure

Approximately six to ten percent (6-10 %) of the population of SCOTTS BLUFF County could be affected by the failure of one or another of these dams.

III. RESPONSIBILITIES

- A. The National Weather Service is responsible for notifying and advising local government when flooding is a threat.
- B. The owner/operator of each dam, as listed in Section II B, is responsible for the safe operation and maintenance of dam structures. They are also responsible to notify or alert local jurisdictions promptly in the event of a threat situation.
- C. Local government responsibilities are as defined elsewhere in this Plan for all hazards. In addition, the Emergency Management Director, in coordination with the Scotts Bluff County Road/Bridge/Flood Control Director and/or Public Works Director) is responsible for monitoring high water conditions and for coordinating warning systems. The County Road/Bridge/Flood Control Director is primarily responsible for maintaining the flood gauge system and along with other Public Works Directors of affected communities, for making recommendations on evacuation decisions. Other flooding responsibilities:
 - 1. The Public Works Directors and/or County Road/Bridge/Flood Control Director will provide sandbagging activity, emergency dike/levee repair, construction of temporary dikes.
 - 2. Dam Operators and the County Road/Bridge/Flood Control Department will monitor conditions of local dams, sandbag or effect temporary repairs, if necessary.
 - 3. County Road/Bridge/Flood Department and the Nebraska Department of Roads will safety inspect bridges, wing walls and approaches to bridges after the water subsides.
- D. The Scotts Bluff County Communications Center is responsible for disseminating warnings concerning dam failures or emergencies to all affected local governments.

IV. CONCEPT of OPERATIONS

This section addresses unique aspects of an evacuation under threat of flood or dam failure.

A. Notification of Threat

- 1. General flooding of the North Platte River is monitored by the National Weather Service, the Nebraska Emergency Management Agency as well as other state agencies. Advisories will be issued by these agencies to

the Region 22 Emergency Management Director. Local monitoring of river conditions will augment this information.

2. Flash flood watches and warnings will be issued by the National Weather Service, Cheyenne, WY.
3. Dam failure, potential or actual, or emergency release notification is the responsibility of the dam owners/operators. See Section II B and the appropriate Dam Emergency Plan.

B. Increased Readiness Measures

1. At a flood watch notice, the Region 22 Emergency Management Director will ensure that flood monitoring procedures are implemented (see Annex B).
2. On receipt of a flood warning or notification of a potential or actual emergency, the Scotts Bluff County Communications Center will alert and advise all affected communities and key facilities.
3. Preparations will be carried out for the movement of people and critical equipment from the affected areas. The REmergency Management Director will notify all support agencies and organizations.

C. Dam Failure - Response Times Available
(Predicted Time of Maximum Elevation)

1. Greyrocks Dam

a. Emergency Spillway

- Henry 8 – 17 hours
- Scottsbluff 15 – 26 hours
- McGrew 19 – 34 hours

b. Dam Breach or Failure

- Henry 8 – 17 hours
- Scottsbluff 12 – 24 hours
- McGrew 16 – 23 hours

2. Lake Alice Dam 1

To North Platte River, 2 miles west of Highway 71 bridge

- a. Leading edge – 3 hours
- b. Crest – 12 hours

3. Lake Minatare Dam
 - To Highway 92/UP Railroad, 3.5 miles west of McGrew
 - a. Leading Edge – 1.5 hours
 - b. Crest – 6 hours

4. Times not defined for other dams

D. Key Facilities In Inundation Areas

1. General Flooding (100-Year Flood Plain)
 - State Department of Roads Yard – Avenue I in Scottsbluff
 - KOAQ Radio Tower
2. Grayrocks Dam (in addition to those listed in D.1. above)
 - Community Christian School
 - Substation – 1st Avenue and 7th Street, Scottsbluff

E. Special Notification Procedures - Gering Valley Watershed Dams

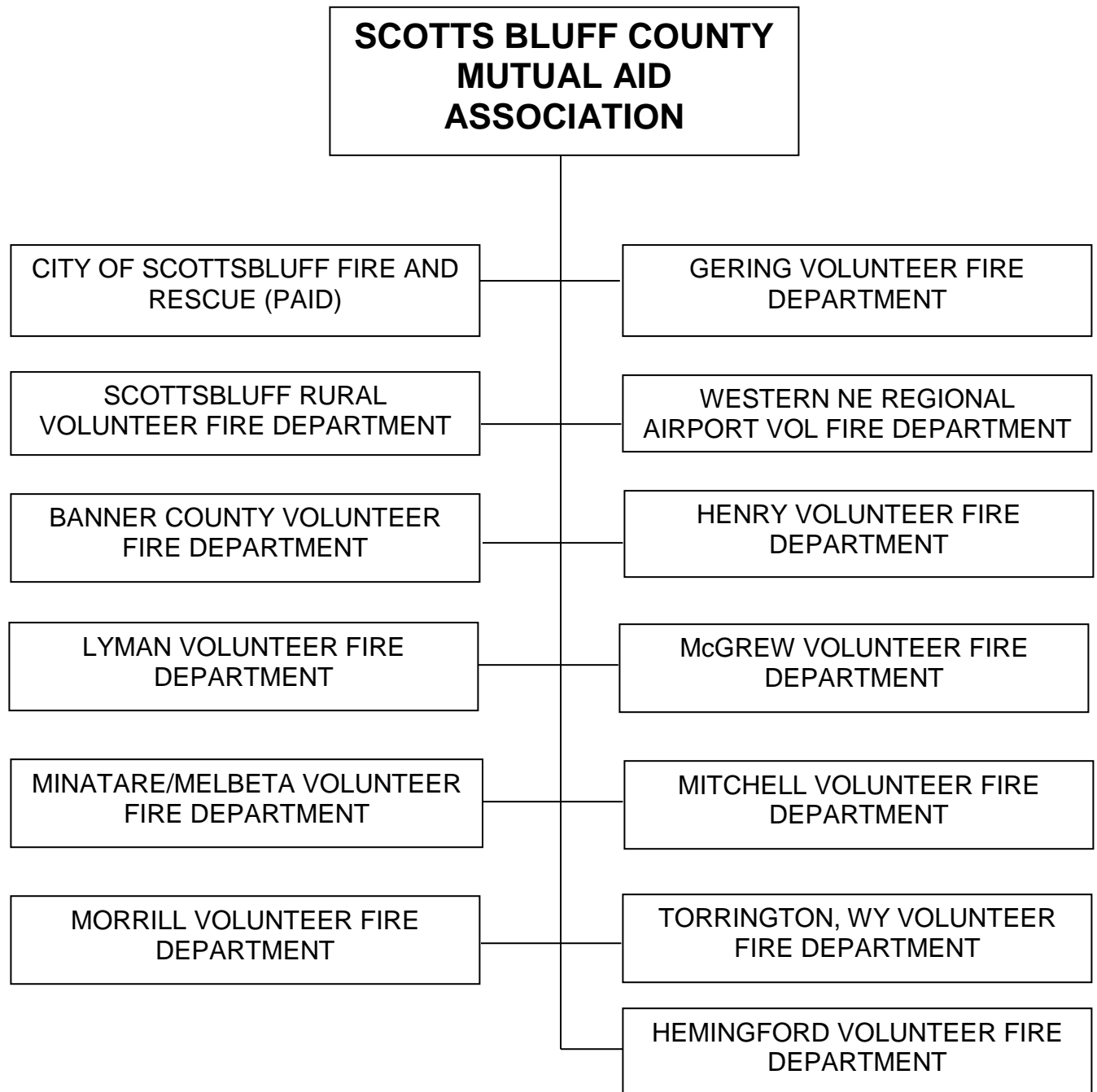
In the event of an emergency with the Gering Valley Watershed Dams, the SCOTTS BLUFF County Sheriff will make direct contact with those residences located in potential inundation areas. This may be by telephone or personal contact. The most current plans are kept in the Scotts Bluff County Communications Center. It is the responsibility of the Gering Valley Flood Control Project, Permanent Maintenance Committee, to ensure that the notification lists are current.

F. Evacuation Decisions

The decision to evacuate any potential flood or inundation area will be made by the executives of affected jurisdictions based on recommendations from County Road/Bridge/Flood Control Director and other Public Works Directors. In the event of immediate danger, the Incident Commander may make the evacuation decisions.

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FIRE SERVICES



STATE SUPPORT:
Emergency Support Functions# 4, 5, 10,
Fire Suppression, Emergency Management, Environmental Quality

Lead Agencies:
State Fire Marshal, Nebraska Emergency Management Agency,
Dept. of Environmental Quality

FIRE SERVICES and HAZARDOUS MATERIALS

I. PURPOSE

This Annex describes the direction, control, roles and responsibilities for a coordinated response for Fire Services during, or as a result of a natural or man-made disaster or a nuclear crisis.

II. SITUATION

- A. Scotts Bluff County is vulnerable to severe weather and structures failures that could destroy property and cause loss of life.
- B. Trucks, trains and airplanes can carry hazardous materials within the county. There are a number of sites in the county that store hazardous materials and substances. Because of this, the potential for accidents and incidents involving hazardous materials and substances exists.
- C. A risk analysis of fixed facilities and known transportation routes, where potential release situations with possible consequences beyond the boundaries of the facility or adjacent to the transportation route, was completed in conjunction with SARA Title III planning.
- D. SARA Title III requires that facilities report the use and storage of all extremely hazardous materials and materials included under the Community-Right-to Know category in the facility and other emergency plans. The most current information is included this Annex.
- E. The county is served by 13 Fire Departments, 7 of which operate Rescue Squads (Attachment 1). All Fire Departments are members of the SCOTTS BLUFF County Mutual Aid Association.
- F. There are no private or company fire brigades located in the county.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Existing fire personnel and equipment will be able to handle most emergency situations through their own resources or mutual aid.
- B. Clearing roads to permit passage of emergency vehicles is a high priority responsibility of Public Works subsequent to any disaster (Annex K).

- C. Law enforcement will handle on-scene traffic and crowd control to permit access to emergency personnel and equipment.
- D. The Nebraska Department of Health And Human Services, Office of Radiological Health will advise the local Fire Departments on the radiological response activities of a radiological incident/accident involving the county.

IV. ORGANIZATION and RESPONSIBILITIES

- A. The primary responsibilities of the Fire Services are the prevention and suppression of fires; providing rescue services; and responding to hazardous material incidents.
- B. The Fire Chief of each district in the County is designated as the Community Emergency Coordinator (CEC) for hazardous materials incidents as defined in the Superfund Amendment. As CEC, the Fire Chief:
 - 1. Receives notification from facilities that an accidental release of an extremely hazardous substance has occurred.
 - 2. Makes determination to implement those portions of the plan relating to hazardous material incident response, as necessary.
 - 3. Provides notification to the Local Emergency Planning Committee and the public that the plan has been activated.
- C. The Fire Chief of each jurisdiction or fire district is responsible for the coordination, planning, training, and development of the Fire Department's operational policy for their respective jurisdiction including:
 - 1. Fire Fighting,
 - 2. Coordination of Fire Services during a natural disaster, and
 - 3. Acting in the role of the CEC, coordinating with other governmental response authorities and Facility Emergency Coordinators in the event of a hazardous material incident.
- D. During emergency operations, the Fire Chief(s) of the affected jurisdiction(s), or a designated representative, will serve as a member of the EOC staff.
- E. In a situation that affects more than one Fire Department in the county and an Emergency Operations Center is activated, each department will select a member to represent their district on the EOC Staff. This representative will:
 - 1. Coordinate data regarding requirements (i.e., personnel, equipment, supplies, reporting requirements, etc.) of the Fire Departments.

2. Act as a liaison between Fire Departments and the local government and other agencies/organizations.
3. Report general activities and status of Fire Services at EOC briefings.

F. Overall Fire Service Responsibilities are:

1. Fire Chief

- a. Develop standard operating procedures, provide training, and use the Incident Command System per the NIMS and implement policies for the department.
- b. Coordinate and direct volunteers assisting the Fire Department.
- c. Maintain a current file of information submitted under Title III to include:
 - i. The current list of reporting facilities and the Facility Emergency Coordinators (FEC).
 - ii. Material Safety Data Sheets (MSDS), Inventory lists or Tier II reports.
- d. Develop departmental tactical response plans for facilities where hazardous materials are produced, used, or stored.
- e. Coordinate fire inspections for homes or commercial buildings during or after a disaster to determine if the facility is safe for occupancy.
- f. Alerts all emergency response organizations, governmental, non-governmental and private support agencies of the dangers associated with technological hazards and fire during emergency operations.

2. Senior Fire Officer

- a. Direct the level of response, request mutual aid or other assistance, and make decisions concerning the Fire Department's actions and policies during emergency operations.
- b. Direct search and rescue operations.
- c. Request the Medical Coordinator in the event of a Multiple Casualty Incident (MCI) if required (Annex G).
- d. Authorize Fire Department personnel and equipment to respond to mutual aid requests.

G. Line of Succession

Each Fire Department's line of succession is as follows:

1. Fire Chief,
2. Senior Fire Officer on duty.

V. CONCEPT of OPERATIONS

A. Mutual Aid

1. The Senior Fire Officer will request mutual aid when the emergency extends beyond the capabilities of the local Fire Department.
2. When an emergency extends beyond the capabilities of mutual aid resources, the Senior Fire Officer will:
 - a. Notify the local Emergency Management Liaison, if one is appointed, or the Region 22 Emergency Management Director to coordinate additional support.
 - b. Request assistance from the state and/or other agencies/organizations required at the scene.

B. Hazardous Materials

Specific policies, responsibilities, and operational procedures for hazardous material response including radiological are contained in Appendix 1 to this Annex. The following general guidelines apply for hazardous material response:

1. The local Fire Department is responsible for the initial response, and, if possible, containment of hazardous material incidents within their level of training and certification. The Incident Commander will coordinate with law enforcement regarding:
 - a. Defining the hazard area,
 - b. Limiting access requirements,
 - c. Providing advice on the hazards involved and making recommendations to local executives.
2. Direct advisory or technical support will be requested through the Communications Center.

- a. Accidents involving chemicals
 - i. Chemtrec (1-800-424-9300),
 - ii. NEMA Duty Officer,
 - iii. Nebraska Environment and Energy (NDEE),
 - iv. The nearest MOU (Memoranda of Understanding) Hazmat Response Team is Scottsbluff Fire Department MOU Hazardous Materials Response Team in Scottsbluff, Nebraska.
- b. Accidents involving radioactive materials
 - i. Immediate notification to the Nebraska Department of Health and Human Services is required. Once they have been notified, it is their responsibility to determine what radiation control actions are necessary to protect the public.
 - ii. Each Fire Chief will ensure that personnel are selected and trained in both radiological monitoring equipment operation and agency emergency response procedures before responding to a radiological incident.
 - iii. In addition, all major hazardous material incidents will be reported to the Region 22 Emergency Management Director for coordinating additional support and for notification of and reporting to the appropriate state agencies.

C. Searches

1. The Senior Fire Officer of the jurisdiction will coordinate all searches involving:
 - a. Fires,
 - b. Personal injuries.
2. Law enforcement officials are responsible for searches involving:
 - a. Lost or missing persons,
 - b. Fugitives,
 - c. Bomb scares.
3. The Air Force Rescue Coordination Center (AFRCC) is responsible for all searches involving missing or downed aircraft other than military.

4. When a search extends beyond the capabilities of the coordinating agency, the Region 22 Emergency Management Director will be notified to coordinate additional requirements.
5. Additional resources (personnel, equipment, supplies) may be available through:
 - a. Mutual Aid,
 - b. Local, state, and/or federal agencies, and
 - c. Volunteer organizations.

D. Rescue

Rescue operations are usually performed by the Fire Department. Annex G has a detailed description of emergency medical operations. Each jurisdiction is responsible for providing rescue, emergency treatment, and transportation for the seriously ill or injured. This is accomplished through:

1. The local Fire Department's Rescue Unit. See Annex G, Attachment 2, for EMS resources.
2. Mutual aid agreements with adjacent Fire Department's Rescue Units when the local Fire Department does not operate a Rescue Unit or when the Rescue Unit is unavailable.
3. The Rescue Units of the individual Fire Departments have the capability to provide Basic Life Support only. Banner County and Mitchell Fire Departments have Advanced Life Support licensed squads. Valley Ambulance Service will have to be called if Advance Life Support Service is required.

E. Resources

1. The State Fire Marshal has certain fire response and investigative responsibilities as set forth in State Statutes. In addition, the Fire Marshal will support operations to the fullest extent possible and would normally be contacted as early as possible in major fire, explosion, or hazardous material incidents or accidents.
2. Agencies available to support Fire Services along with contact information are listed in the SCOTT'S BLUFF County Mutual Aid Association Resource Directory and the SCOTT'S BLUFF County Emergency Management Resource Lists.

F. Support to Other Agencies

The Senior Fire Officer has the authority to utilize the Fire Department personnel and equipment to support other agencies or organizations during an emergency/disaster, dependent on the current situation and resources available. Areas of possible support include:

1. Law Enforcement: traffic and crowd control.
2. Health and Medical: first aid stations, public health (i.e., collecting water samples, etc.), and transportation to assist a medical facility during evacuation.
3. Radiological Protection: radiological monitoring and decontamination.
4. Public Works: debris clearance.

G. Extended Operations

1. All fire and rescue personnel in Scotts Bluff County or jurisdiction may go on full time status with twelve (12) hour shifts. An exception will be the individuals who are considered by the Executive Group to be key personnel in other areas.
2. Mutual aid information may be coordinated through the EOC.
3. The fire districts within Scotts Bluff County will maintain their normal jurisdictional responsibilities.

VI. ADMINISTRATIVE and LOGISTICS

A. Administration

The individual Fire Departments will maintain their normal administrative records of personnel, equipment and material used. Accurate record keeping will identify specific needs to the Resources Coordinator (Annex L).

B. Reports

Each Fire Chief will prepare and submit reports required by Statutes of the State of Nebraska and as requested by other state agencies.

C. General

Some of the information contained in this Annex may also be found in the publication "Rural Fire Plan, SCOTTS BLUFF County Mutual Aid Association" dated October 30, 1980 and supporting documents. Additional

detailed information specifically pertaining to the Mutual Aid Association is contained in these publications and has not been duplicated in this Plan. (The Mutual Aid Agreement is under renewal at time of publication.)

VII. TRAINING and EXERCISING

A. Training

1. In addition to the prescribed training required by Fire Departments for normal operations, fire personnel should be trained in:
 - a. Radiological monitoring/decontamination - every two years,
 - b. Hazardous materials response to the level determined by their employer in compliance with OSHA and EPA regulations. It is critical that responders never perform a function for which they are not adequately trained and equipped.
 - c. There is ongoing training such as crowd control, evacuation, traffic control, decontamination, Incident Command, NIMS, etc.
2. Intra-agency action will be taken to inform other emergency support agencies of the physical hazards associated with fire emergencies.
3. The training program will be consistent with the Homeland Security Exercise Plan procedures. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

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2	Hazardous Material Incident Report Form	F-31
3	Hazardous Materials Incident Notification and Telephone Numbers	F-33

SCOTTS BLUFF COUNTY FIRE RESOURCES

(List numbers of equipment)

FIRE DEPARTMENT	PHONE	AERIAL	ENGINE, STRUCTURAL	TENDER	RESCUE/ AMBULANCE	ENGINE, WILDLAND	COMMAND VEHICLE	EXTRICATION TOOLS	KINDS/TYPES/SPECIAL-TEAMS	KINDS/TYPES SPECIAL EQUIPMENT	RADIO-LOGICAL EQUIPMENT Yes / No
Gering VFD	436-2441	0	3	2	1	4	2	Y	Dive High Angle	1 UTV Dive Trl	Y
Henry VFD	247-9862	0	1	0	0	2	0	N			Y
Lyman-Kiowa VFD	787-1087	0	3	1	1	4	0	Y			Y
McGrew VFD		0	0	1	0	2	0	N			Y
Minatare/Melbeta VFD	783-2763	0	2	1	2	2	1	Y	Dive	Dive Trl	Y
Mitchell VFD	623-1311	0	2	2	2	4	1	Y		1 Quick Attack Mini Pumper	Y
Morrill VFD	247-2321	0	2	4	2	3	1	Y		Support Vh Light Trl	Y
City of Scottsbluff FD / HazMat MOU Team	635-0511	1	2	0	0	1	2	Y	Dive HazMat Confined Space Swiftwater	UTV Dive Bus Zodiac Jet Ski Rope Rescue HazMat Trl	Y
Scottsbluff Rural VFD	635-1654	0	3	2	0	4	0	Y			Y
Banner County VFD	631-6888	0	1	2	1	5	1	Y		Wildland Support Bus	Y
Hemingford VFD		0	2	3	2	3	2	Y			Y
Western NE Reg Apt	631-1591	0	0	0	0	0	0	Y	Aircraft Rescue	4 ARFF Crash Trucks	Y

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HAZARDOUS MATERIALS RESPONSE

I. PURPOSE

To identify actions required to minimize damage to human health, natural systems and property caused by the actual or potential spill or release of hazardous materials, including a radioactive material incident/accident.

II. SITUATION

A. Substances, which if released in an uncontrolled manner (i.e. spill), can be harmful to people, animals, property, and/or the environment. A hazardous material is any substance or combination of substances, which because of quantity, concentration, physical, chemical, or infectious characteristics may pose substantial immediate or potential hazards to humans or the environment.

B. SCOTTS BLUFF County is vulnerable to various hazardous materials. Agricultural and industrial chemicals, explosive and combustible materials are transported and stored in the county.

1. There are facilities within the county with the potential for a release beyond the boundaries of the facility.

a. Some facilities store extremely hazardous material over the SARA Title III threshold levels. See Attachment 1 for the listing of facilities.

b. Some facilities produce, use or store hazardous materials that are not required to be reported under Title III. See Attachment 1.

2. Hazardous materials, including radiological materials, transported on Highway 26, 29, 71, and 92, rail, pipelines, or aircraft could be involved in an accident causing a spill or the potential for a spill. Agricultural chemicals, especially anhydrous ammonia are commonly transported on county roads.

3. There are vulnerable areas and populations.

a. Locations near facilities with hazardous materials may contribute to additional risk. See Attachment 1 for these locations.

b. Special populations, such as schools, hospitals, or nursing homes, are subject to additional risk due to their proximity to facilities with hazardous substances (Attachment 1).

4. Some areas of SCOTTS BLUFF County because of sensitive environment, land use patterns or water supplies are particularly vulnerable (Attachment 1).
 5. Response to a HazMat incident may be affected by the weather or time of day.
- C. OSHA (CFR 1910.120) and EPA regulations define levels of training required for response to a hazardous materials incident. The employer must certify the level of training for each person who may respond to an incident. Responders will not perform any function they are not trained and equipped to execute.
1. The County has a trained and equipped Hazmat Team.
 2. In the event of a large release that overwhelms the response capacities at the local level, the local fire chief or emergency manager may request a Nebraska Hazardous Incident Team (NHIT) response by contacting their Nebraska State Patrol area office.
 3. The local fire chief/IC or emergency manager may request a State Emergency Response Team (SERT) if the local response becomes overwhelmed.
 4. There are State Emergency Response Teams, referred to as, MOU cities, located across the state. To request their assistance contact the closest MOU HazMat team. NEMA and the local emergency Manager **must** be notified if a SERT is called out.
 5. Scotts Bluff County has a mutual aid agreement with the Scottsbluff Fire Department HazMat team located in Scottsbluff.
 6. The Fire Departments have response vehicles equipped with some of the following special resources: self-contained breathing apparatus, bunker/turnout gear, binoculars, foam/agents, foam application equipment, sorbents, communications, radiological monitoring equipment, dry chemical extinguishers air monitoring equipment, Hazmat ID Kit, Spectrometer, Personal Detection Devices and are trained to handle some but not all hazardous materials incidents.
 7. Facilities that use and store hazardous materials may have response equipment. See the individual facility list, Attachment 1.
- D. There are many different ways an individual can be exposed to radioactive materials. In Scotts Bluff County, highways and railroads are used for receiving and/or transporting these materials. Any peacetime radiological incident would probably be the result of a transportation accident.

- E. There may be licensed users of radioactive materials within the county. Typically, this includes hospitals, universities, industrial facilities, and doctors who are licensed and regulated by the Nebraska Radioactive Materials Program administered through the Nebraska Department of Health and Human Services' Office of Radiological Health.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The fire department or law enforcement agency responding to an accident scene will usually be the first to discover the presence of hazardous materials either spilling or with the potential to spill. These personnel usually have had some training in handling this type of incident.
- B. It is imperative that the hazardous material involved in the incident be identified as early as possible for the safety not only of the general populace, but for the first responders as well. Knowledge of the agent involved will determine the specific response required.
- C. This plan considers any incident/accident involving radioactive materials. The most likely scenario would be a transportation accident. It is unlikely that the shipping container would rupture due to impact; however, attendant with each vehicle accident is the possibility of fire or an explosion. These could either melt the protective lead containers or create a rupture allowing a release of the radioactive materials. In the early stages of this type incident/accident, local capabilities are usually limited because assistance from persons with special radiological knowledge and expertise may not be immediately available.
- D. In the event of a radiological incident/accident, response personnel will notify the Nebraska State Patrol in Lincoln (402) 471-4545. The first responder calling the State Patrol should gather as much of the information as possible from the Hazardous Materials Reporting Form (Attachment 2) prior to placing the call.

IV. RESPONSIBILITIES

- A. The Fire Department is responsible for:
 - 1. Coordinating with the Facility Emergency Coordinator on response to hazardous substances in a facility or a carrier in a transportation accident.
 - 2. The initial response and containment, if possible.
 - 3. Coordinating and establishing a command post at the scene.

4. Assuring that first responders receive sufficient direction to be able to handle the situation properly.
 5. Planning for possible in-place-shelter or evacuation of buildings or areas involved.
 6. Coordinating with law enforcement in defining the hazard area.
 7. Requesting a Nebraska Hazards Incident Team (NHIT) through the Nebraska State Patrol, if necessary.
 8. Initiating notification of support agencies including hospitals that may receive potentially contaminated patients.
 9. Ensuring that a hazardous material training program is conducted for all department personnel.
- B. Law Enforcement Agencies are responsible for:
1. Providing security for the hazard area.
 2. Hazard area traffic and crowd control.
 3. Directing and controlling any evacuations.
 4. Providing hazmat training for their personnel.
- C. Region 22 Emergency Management Agency is responsible for the:
1. Notification of support agencies.
 2. Coordination with charitable and volunteer organizations that may provide assistance.
 3. Coordination with state and federal agencies that may have a disaster response role.
 4. Coordination in notifying the public of evacuation areas or other health and protective measures.
 5. Obtaining or coordination of appropriate training programs which will provide the skills and capabilities required for radiological operations within the various departments of government. Emergency response agencies such as law enforcement, fire, and rescue services are considered primary responders to a radiological incident.

D. Radiological Responders

1. Radiological Officer

- a. SCOTT'S BLUFF County has an assigned and trained Radiological Officer (RO).
- b. The RO works with the SCOTT'S BLUFF County Emergency Management Director, the Nebraska Emergency Management Agency, and the Nebraska Health and Human Services to develop and maintain a radiological program in the jurisdiction. The RO is involved in recruiting and training Radiological Monitors, makes quarterly operational checks of assigned monitoring equipment and reviews response plans.

2. Radiological Monitor

- a. SCOTT'S BLUFF County has some assigned and trained Radiological Monitors (RM).
- b. Radiological Monitors are first responders with additional training in on-scene radiological monitoring. The RM also identifies radiological hazards, recommends protective actions, works with the local responders, continues monitoring and makes technical recommendations to the Incident Commander until all regulatory agencies declare the site safe.

3. Local government agencies may be responsible for decontamination of their equipment and vehicles.

E. Local Emergency Planning Committee (LEPC)

1. The Local Emergency Planning Committee (LEPC) is locally organized with representatives from first responders, industrial, environmental, media, concerned citizens and others appointed by the State Emergency Response Commission. The LEPC is governed by Nebraska State Statutes 81-15,212 and 81-15,217(a) through (e) and the membership and activities are approved and regulated by the State Emergency Response Commission (SERC) which is administered by NEMA and the Dept of Environment and Energy (NDEE).
2. The LEPC's responsibilities are specified in RSS 81-15,191 to 81-15,235. These responsibilities include but may not be limited to:
 - a. Developing and exercising a plan to identify and coordinate the local response to an incident involving hazardous materials.

- b. Providing information to citizens of the district on the hazardous substances stored and used in their neighborhoods
- c. Provide help in identifying potential chemical hazards and risks to the community, public education, review and development of a community hazmat response plan (this Appendix), review and improvement to fixed facilities plans after an hazmat event in the county.
- d. Much of this work is accomplished by:
 - i. Completing an annual review and update of this Annex and Attachments.
 - ii. Evaluating the need for resources necessary to develop, implement, and exercise the emergency plan and make recommendations with respect to additional resources that may be required and the means for providing such additional resources.
 - iii. Designating a public library in each county within its district as the depository for the local emergency operations plan (LEOP).
 - iv. Providing the emergency plan to the governing bodies having jurisdiction in the district for review prior to submitting the plan to the SERC.
 - v. Respond to a request for information following Federal Public Law 99-499.
 - vi. Annually publish a public notice in a local newspaper that the local emergency plan (this LEOP, Annex F, Appendix 1) and Tier II forms have been submitted and are available for public review.
- e. The LEPC may have an agreement with the Region 22 Emergency Management Agency to assist the EM in other disaster planning or outreach activities
- f. Additional detailed information concerning the roles and responsibilities if a LEPC are available from the SERC Administrator at the NEMA.

F. State Agencies

- 1. The Nebraska Emergency Management Agency
 - a. Coordinates state agency response and provides assistance and support as determined by the situation.

- b. Provides the SERC Administrative guidance for the LEPC.
2. The Nebraska Department of Environment and Energy (NDEE)
 - a. Provides technical assistance to the LEPC in its planning activities.
 - b. Provides technical assistance for determining areas likely to be affected by a release.
 - c. Provides technical assistance relevant to the containment and cleanup of hazardous materials incidents. They are also responsible for warning downstream water users, where applicable.
 - d. Approves the cleanup plan and notifies the responsible person when satisfactory cleanup is achieved.
 - e. Gives prior approval to all disposal actions.
 - f. May require a report, following the cleanup, from the responsible person describing all aspects of the incident including cause of the release, monitoring requirements (long and short term), cleanup and disposal methods, and steps to prevent a similar occurrence. If the cleanup is to be long-term, the Department may require interim status reports.
 - g. Is the main point of contact with the Regional Response Team (RRT), for requesting assistance, resources and coordination with Federal Agencies for response, cleanup and recovery actions.
 3. The Nebraska Department of Health and Human Services (DHHS)
 - a. The Department of Health and Human Services, under the authority of R.R.S. 71-3513, has responsibility to issue regulations and require actions needed to meet any radiological emergency. Once notified of an accident/incident involving radioactive materials, DHHS is responsible for health hazard assessment and controlling advising of all safety, containment, decontamination, and cleanup actions.
 - b. DHHS notifies the public of the potential health effects of a HazMat incident.
 4. The State Fire Marshal supports the local fire department's response in all working fires and hazardous materials incidents.
 5. The Nebraska Department of Agriculture can provide additional technical assistance for a suspected or actual pesticide release.

G. Federal Government

1. U.S. Nuclear Regulatory Commission (USNRC)

- a. Coordinates the overall federal technical response to a radiological emergency.
- b. Provides technical advice to state or local agencies.
- c. Assesses the nature and extent of the radiological emergency and the potential consequences to the health and safety of the public.

2. Environmental Protection Agency (EPA)

- a. Emergency planning and response branch provides technical assistance in hazardous material spills under the National Contingency Plan.
- b. Establishes radiological protective action guides (PAGs) and recommends appropriate protective measures.
- c. During emergency operations provides personnel, equipment, and laboratory support to assist DOE in monitoring activities.
- d. Assumes the responsibility from the Department Of Energy for the intermediate and long-term monitoring function.
- e. Can provide resources through the Regional Response Team (RRT). The RRT can be activated through the NDEQ.
- f. Office of Water and Hazardous Materials provides assistance with pesticide incidents.
- g. Section 123 of SARA authorizes EPA to reimburse local governments, who qualify, for expenses incurred in carrying out temporary emergency measures in response to hazardous substance threats. Reimbursement is available only to local governments. To be eligible for these funds, EPA must be notified within 24 hours of the incident by calling the National Response Center at 1-800-424-8802. An application package may be obtained by calling the Local Government Reimbursement Helpline, 1-800-431-9209.

3. Department of Energy (DOE) during federal support operations will provide the personnel, an on-scene technical director, and equipment for radiological monitoring and assessment activities.

4. Department of Transportation (DOT) under Public Law 93-633, Section 109 (d) (2), is required to provide information and advice in transportation emergencies involving hazardous materials. The DOT will also investigate transportation accidents and inspect for violations under their authority.
5. National Response Center (NRC) receives and relays notices of releases to the appropriate On-Scene Commander (OSC) and disseminates OSC and Regional Response Team (RRT) reports to the National Response Team (NRT).

H. Industry

1. Facility Owners or Operators

- a. The owner is required to notify the State Department of Environment and Energy (NDEE) upon discovery of a release of certain hazardous materials.
- b. The owner or operator will designate a Facility Emergency Coordinator who will participate in the planning process and who will notify:
 - i. The Community Emergency Coordinator (CEC) for the Local Emergency Planning Committee (LEPC),
 - ii. The State Emergency Response Commission (SERC) of any state likely to be affected by the release,
 - iii. The National Response Center (NRC), and
 - iv. Any other persons to whom the facility is to give notification.
- c. The Facility Emergency Coordinator will make available to the Community Emergency Coordinator any information needed for implementing this emergency plan including advice on response, evacuation and in-place shelter options.

2. Shipper

- a. Under the regulations of the U.S. Department of Transportation (DOT) and the Nuclear Regulatory Commission, the shipper of hazardous materials is responsible for complying with all applicable regulations in packaging, labeling, marking, and otherwise preparing any goods for transport by carrier. The shipper must certify on the shipping papers that applicable regulatory requirements have been met.

- b. DOT regulations also require the shipper to inform the carrier of any special precautions that must be taken in the transport of the goods.
 - c. If called in case of an accident, the shipper is also required to provide whatever details about the shipment that are necessary and helpful. The shipper may wish to offer assistance in confining and cleaning up any accident involving his shipment.
 - d. The shipper must also provide a list of 24-hour telephone contacts of persons familiar with the technical details of the shipment.
3. Carrier:
- a. The carrier is responsible for handling, stowing, storing shipments, and placarding vehicles in accordance with DOT regulations and exercising due care in transporting the shipment to the consignee.
 - b. In the event of an accident, the carrier is responsible for initial actions to include notification of appropriate governments, the shipper, DOT, and possibly the Department of Energy (DOE).
 - c. The carrier also has the basic responsibility for containing or confining any threat associated with the cargo in his possession, whether or not radioactive materials or other hazardous materials are involved.
 - d. During recovery, the carrier also has the basic responsibility to see that the cleanup/decontamination is completed.
4. Radiological licensees: operating within the states generally fall into one or two categories.
- a. They either must comply with the Nebraska Radiation Control Act (RRS 71-3501 to 71-3519) or,
 - b. They must be covered by an appropriate reciprocal procedure.
 - c. In the event of a radiological incident, licensees must respond as required by DHHS regulations. Licensees may assume the responsibilities of the shipper when radioactive materials under their control must be transported by a carrier.

V. CONCEPT OF OPERATIONS

Most operations would be conducted as defined elsewhere throughout this Plan. This Appendix addresses only those unique aspects of hazardous materials incidents.

A. Notification

1. When a hazardous materials incident is identified, the first responders will notify local authorities and executives of the incident.
 - a. In the event of a fixed site incident, the facility will use the normal emergency notification system to notify the Fire Chief, who is the designated Community Emergency Coordinator (CEC). The Incident Commander shall decide to implement the plan.
 - b. In the event of a transportation spill, the notification will be satisfied by dialing 911 or the Operator if 911 is not available.
2. The owners/shippers of the materials should be notified to request information on the properties of the hazardous materials involved.
3. The appropriate State Agencies should be advised of the situation using the Hazardous Material Incident Report Form, Attachment 3, to ensure that all necessary information is gathered and reported and to request assistance if the situation is beyond local and/or mutual aid capabilities.
4. When radiological material is confirmed, the DHHS should be immediately notified via Nebraska State Patrol Communications.
5. The Region 22 Emergency Management Director will alert volunteer and charitable organizations that may provide assistance to evacuees.

B. Initial Response

1. The Incident Commander will identify the area to be isolated by a controlled perimeter, the area of population likely to be affected by such release, and report this information to the dispatch center to relay to other responding agencies.
2. Determine the nature of the material from the facility personnel, placards, labels, or shipping papers from the shipper/owner.
3. Identify, evaluate, and assess the problem and its potential. Consider that some effects of the incident may not be noticeable for some time.
4. Contact CHEMTREC (1-800-424-9300) for information to determine the most effective handling of the incident.
5. A Nebraska Hazard Incident Team (NHIT) may be requested through the Nebraska State Patrol to aid the responding units. NSP will dispatch the closest member(s) of the team to the scene to provide guidance and technical assistance to the Incident Commander.

6. A State Emergency Response Team (SERT) may be requested by the local fire chief/IC of emergency manager if the local response becomes overwhelmed.
7. NEMA and the Region 22 Emergency Manager **must** be notified if a SERT is called out.

C. Emergency Public Information

It is important to provide accurate information to the public so they know what to do immediately to protect them.

1. The Public Information Officer will coordinate the dissemination of information concerning the incident with the Chief Executive Officer, the Region 22 Emergency Management Director and the Incident Commander as defined in Annex D.
2. Because information will be needed quickly, radio and television are the best media to release data on health hazards, precautions for personal protection, and evacuation routes away from the hazard area. Radio and TV stations commonly used in SCOTTS BLUFF County are listed in Annex D, Attachment 1.
3. The National Weather Service in Cheyenne, Wyoming, will be called to provide a supplemental All-hazard Weather Radio broadcast on health hazards, precaution for personal protection and evacuation routes away from the hazard area.
4. Panhandle Alert will be utilized to supplement the broadcast of information on health hazards, precaution for personal protection and evacuation routes away from the hazard area.

D. Evacuation / In-place-shelter

1. The Incident Commander will make the decision to shelter in-place or to evacuate based on the recommendations of CHEMTREC, the DOT Emergency Response Guidebook, the product manufacturer, and/or state or federal agency advisors.
2. Policy and procedures for evacuation are defined in Annex E. In-place sheltering procedures are in Annex J. Procedures for movement of evacuees are in Annex H. Procedures for the reception and care of evacuees are in Annex I.

E. Containment and Cleanup

1. Determine what can be done, based on training and equipment available, to remove the threat, i.e., contain and/or counteract, decontaminate, or remove, etc. By law it is the spiller's responsibility to contain or confine any threat associated with the cargo in their possession.
2. The party responsible for spilling the product should, depending on the material involved, complete the cleanup and disposal as specified by publications and agencies. See above IV, 3, D.
3. The manufacturer is a source of advice and information for a chemical decontamination team.
4. The Regional Response Team (RRT), composed of representatives of Federal Agencies may be convened by the Federal On-Scene Coordinator to provide advice or recommendations during a response to a major hazardous materials incident.

F. Health and Safety

Federal law requires the presence of a Safety Officer on every hazardous materials site. The Safety Officer will:

1. Determine the types of respiratory or other personal protective equipment required for workers.
2. Have victims treated if an accurate diagnosis can be obtained. Some effects may not be noticeable for some time. Information should be obtained to identify all persons at the scene even if no immediate medical problems appear.
3. Get emergency medical information and other pertinent information from CHEMTREC (800-424-9300).
4. Notify local supporting hospitals of the hazardous substance's identity and the number of persons affected.
5. Have standby medical personnel ready to provide service to those working on the material. Follow standard procedures for baseline medical checkups for everybody who enters and leaves the 'hot zone' or has been exposed.
6. Every precaution should be taken to minimize exposure of emergency workers to radiation. Dosimeters are included in all monitoring sets issued to emergency response personnel. Once the presence of radioactive material is detected, the on-scene commander will ensure

that personnel wear dosimeters and/or TLDs (if available). The SCOTTS BLUFF County Radiological officer will ensure that sufficient dosimeters/TLDs are charged and available at the scene and that records of exposure times and readings are initiated. Lifesaving rescue and emergency care will not be delayed in order to obtain precise measurements of radiation exposure levels or to distribute radiological equipment.

- a. Radiation exposure to emergency workers will be kept as low as reasonably achievable. Guidelines recommend maximum accumulation of not more than 1 REM in general emergency situation or 25 REM to save a life.
- b. Air breathing apparatus should be utilized if there is a gaseous or particulate release of radioactive material. If in doubt, the equipment should be used.

G. Security

The defined hazard area will be isolated and cordoned, permitting only lifesaving and response operations. Only those responders properly trained and equipped will be allowed entry.

H. Explosive Handling

Only trained specialists should attempt to remove or defuse an explosive device when found.

1. Police, key officials, and the State Patrol Office will be notified immediately. Other agencies that might be notified depending on the circumstances are the State Fire Marshal and the Nebraska Emergency Management Agency.
2. If it is a military device, notify the nearest military installation.
3. If terrorist activity is suspected, use the procedures outlined in Appendix 1 to Annex H.

VI. TRAINING AND EXERCISEA. Training

1. In addition to the training required for normal operations, fire, law enforcement and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA (CFR-1910.120) and EPA regulations. All training supported by the Homeland Security process or grants must be DHS (Department of Homeland Security) approved.
2. Radiological Officers and all Radiological Monitors will receive initial radiological training. This training should specifically relate to their area of individual responsibility.

B. Exercise

An exercise involving response to a hazardous material incident should be conducted annually. The training program will be consistent with the Homeland Security Exercise Plan policies.

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FACILITIES and VULNERABLE AREAS
in
CITY/VILLAGE/COUNTY

Note to the reader:

The Nebraska Revised State Statute 81-15.244 states,

“The owner or operator of any facility which is required to prepare or have available a material safety data sheet for a hazardous chemical meeting threshold quantity requirements under regulations promulgated under Title III shall prepare and submit annually on or before March 1 beginning in 1998 a tier II inventory form on data for the preceding calendar year to:

- (a) The local emergency planning committee for the emergency planning district in which the facility is located;
- (b) The commission coordinator* for information; and
- (c) The fire department** with jurisdiction over the facility.”

[Asterisks added for clarity:

*(Nebraska Dept. of Environment and Energy (NDEE))

** (Community Emergency Coordinator)]

Generally, the LEPC provides the county Emergency Management Agency this data for planning and response purposes. At the request of the Region 22 Emergency Manager and under the auspices of and with the approval of the Region 22 Local Emergency Planning Committee, (LEPC), the data normally reported here for use by citizens and first responders is retained by the LEPC. It is the responsibility of the LEPC to make this data available to citizens upon request, following the process and protocols as described within SARA Title III regulations.

The public and responders can also access information about chemicals stored in local facilities on-line at: <https://deq-iis.ne.gov/tier2/>

or on the NDEE web site: www.deq.state.ne.us, go to the search box , lower left, enter: “SARA Title III”, click “Online NDEE Tier II System”. Follow the step by step instructions and menu boxes.

FACILITIES and VULNERABLE AREAS
in
SCOTTS BLUFF COUNTY AND MUNICIPALITIES THEREIN

Extremely Hazardous Substances and chemicals in reportable quantities for the facility are listed on the DEQ website: www.deq.state.ne.us, use the search words: "SARA Title III".

**This information is kept current at the Region 22
Emergency Management Office and at the Nebraska
Department of Environmental Quality. All Fire
Departments also receive this information. This
information is revised and maintained annually by
Region 22 Local Emergency Planning Committee
(LEPC).**

HAZARDOUS MATERIAL INCIDENT REPORT

Anyone giving or receiving an incident report should obtain as much information as possible.

* Time Report _____ a.m./p.m. * Date _____

* NAME OF PERSON CALLING _____

* REPRESENTING _____ TITLE OR POSITION _____

* CALL BACK NUMBER AT SCENE _____

* LOCATION OF INCIDENT:

* City _____ * County _____

* Exact location of area involved: _____

* HAZARDOUS MATERIAL INVOLVED: (Use additional pages as needed)

* Chemical or trade name: _____ * Manufacturer: _____

* Quantity spilled/released (if known): _____ * Duration of release: _____

* Physical form (liquid, solid, or gas): _____ * Measurements from radiation detection instruments: _____

* Media into which the release occurred (land, air, water): _____ Other: _____

DESCRIPTION OF INCIDENT: (Use additional pages as needed)

A. Time of incident: _____ AM./PM. Date of incident ____ / ____ /20 ____

B. Weather conditions (wind, atmospheric conditions, etc.) _____

C. Current status of incident:

1. Is the incident area secure? _____ Evacuation or in-place-shelter needed (which?)? _____

2. Was there an explosion? _____ Fire? _____ Environmental damage? _____

3. Are there people injured or contaminated? _____ How many? _____

4.* Advice regarding necessary medical attention or chronic health risks? (if known) _____

5.* Actions taken to respond to, contain, clean up materials. _____

6. Location & disposal method of hazardous\ contaminated materials _____

D. Report taken by: _____ Agency _____

****Information that must be obtained for Federal Reporting Requirement***

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HAZARDOUS MATERIALS INCIDENT NOTIFICATION

INCIDENT OCCURS

I. Spill or release from a fixed facility

Responsibility of facility owner/operator to notify

1. Local response organizations by dialing 911 or appropriate number,
2. Nebraska Department of Environment and Energy (NDEE)
Monday through Friday 0800 – 1700, call (402) 471-2186,
after-hours, weekends, and holidays, call the Nebraska State Patrol,
(402) 471-4545,
3. National Response Center (NRC) hot line (800) 424-8802,
4. The Community Emergency Coordinator (CEC) designated by the Local
Emergency Planning Committee (LEPC). The CEC is usually the District
Fire Chief.

II. Transportation accident

By law, dial 911 or the operator.

III. Responsibility of local response organization, Incident Commander (IC):

A. Incident at Fixed facility

1. Operate under the Incident Management System (IMS),
2. Confirm the appropriate notifications have been made by responsible party, if not make notifications to NDEQ, NRC, and CEC.

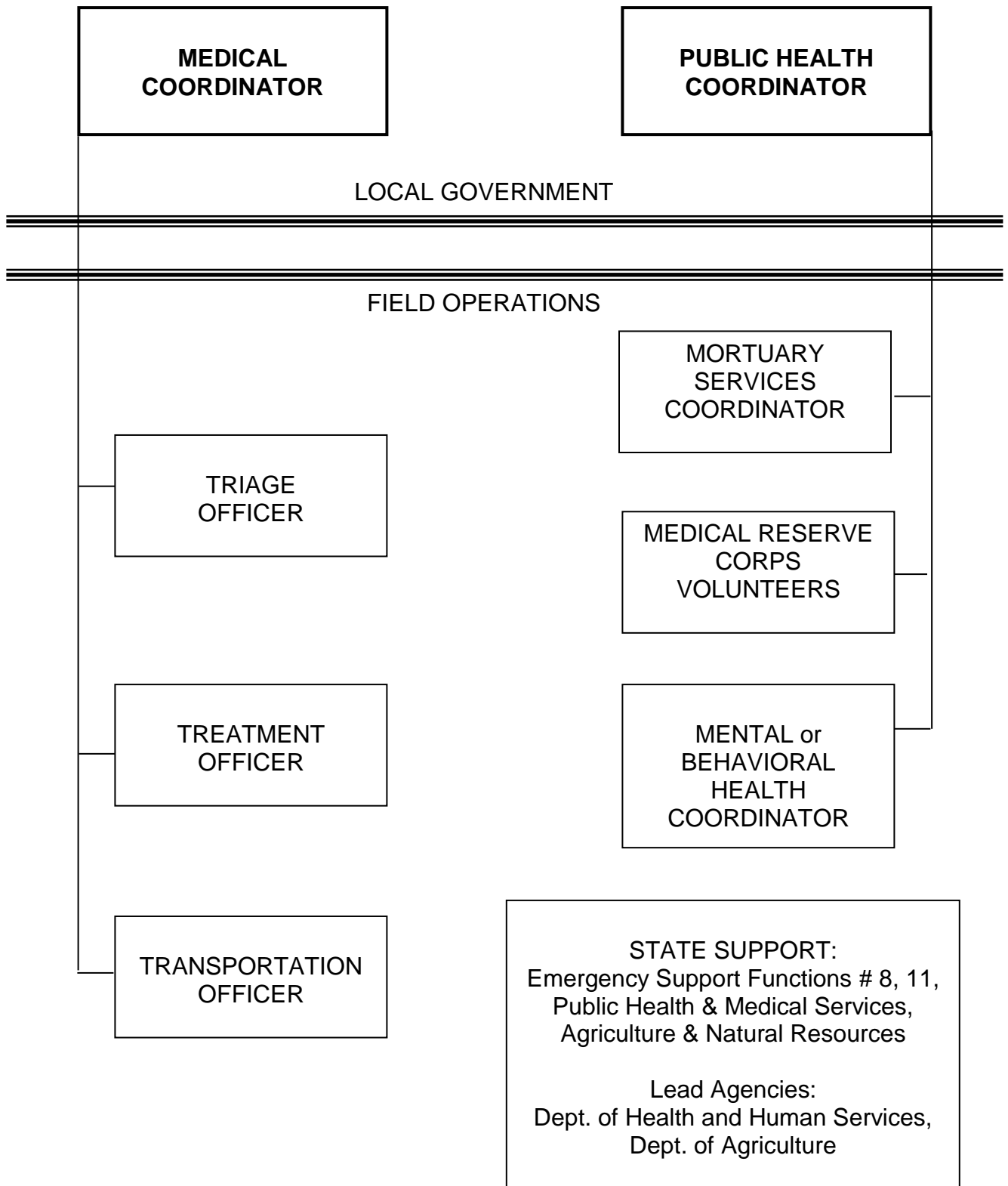
B. Transportation accident

1. Operate under the Incident Management System (IMS),
2. Incident Commander should see that above notifications are made to NDEQ, NRC, and CEC.

EMERGENCY NOTIFICATION ROSTER

Groups	Phone
<u>State Assistance</u>	
State Emergency Response Commission	402-471-7421
Nebraska Dept. of Environment and Energy	402-471-2186
Nebraska Emergency Management Agency	402-471-7421
After Hours	877-297-2368
State Fire Marshal	402-471-2027
Nebraska State Patrol	402-471-4545
Nebraska Department of Health and Human Services	402-471-2541
Nebraska Game and Parks	402-471-5547
Nebraska Dept of Transportation (local District)	
Department of Aeronautics (downed aircraft, non-military)	402-471-2371
National Guard, contact NEMA	402-471-7421
<u>Other Emergency Assistance 24 HRS</u>	
Emergency Planning, Community Right-to-know Act (EPCRA) Hotline	800-424-9346
Chemtrec	800-424-9300
National Response Center/ Spill reporting	800-424-8802
http://www.nrc.uscg.mil/nrchp.html	
U.S. National Response Team (chemical guides, biologicals)	
http://www.nrt.org	
Poison Control Center (PCC) [for pesticides]	800-955-9119
National Poison Control Center (directs to the nearest PCC)	800-222-1222
Union Pacific Railroad	800-877-0511
U. P. Response Management Communications Center	888-877-7267
Burlington Northern Santa Fe Railroad	817-234-6164
Nebraska Kansas Colorado Railroad	800-331-3115
Nebraska Central Railroad Company	402-562-6155 day, 402-564-8329 night
Natural Gas Pipeline	800-733-2400
Enterprise Products Operating L. P. gas	800-546-3482
Jayhawk Pipeline, L.L.C.	888-542-9575
Kanab Pipeline Op Partnership, NuStar Energy L.P.	800-759-0033
Kinder Morgan Energy Partners	888-844-5658
Kinder Morgan Interstate Gas Transmission LLC	888-763-3690
Kinder Morgan, Trailblazer Pipeline	800-733-2490
Kinder Morgan Pipelines/ Platte Pipe Line Comp.	888-449-7539
National Co-op Refinery Assoc – NCRA	620-241-6611
SourceGas Distribution LLC	800-563-0012

HEALTH AND HUMAN SERVICES



G-1

2020

HEALTH AND HUMAN SERVICES

I. PURPOSE

A. Medical

This provides guidance for a coordinated response for medical care and treatment for the ill and injured during or from a disaster.

B. Public Health

This provides guidance for coordinated public health services and interventions during and following a disaster. Functions include early detection and surveillance; epidemiologic investigation; implementation of control measures to reduce, contain or prevent disease; communication of essential information to the healthcare community, public and media; distribution and delivery of prophylactic medication or vaccination, if needed; and environmental surety.

C. Behavioral Health

This annex describes the behavioral health resources available to reduce harmful stress levels of citizens and to respond to the behavioral health needs of survivors, emergency responders in the field, and functional needs individuals in time of disaster.

D. Medical Reserve Corps (MRC)

The MRC, a component of the Citizen Corps program, recruits and prepares health and medical professionals, as well as skilled non-medical individuals to volunteer in local communities. These volunteers are available to assist local medical, health care systems and health care facilities when needed during a disaster or public health emergency.

E. Social Services

This annex describes the role and responsibilities of local social services and agencies able to provide for the coordination and implementation of specialized support to disaster survivors, first responders and/or functional needs individuals.

II. SITUATION

- A. The potential exists for a multiple casualty incident resulting from a naturally occurring, manmade, or terrorist event involving weapons of mass destruction which would stress emergency medical services. Public health

hazards in the form of disease outbreak situations may also stress the existing medical system.

- B. Regional West Medical Center is the only hospital in Scotts Bluff County. Licensure capacity is listed as 180.
- C. There are 9 long term care facilities, 7 of these are combination Assisted Living facilities, and 1 Home Health Care clinic in the county licensed by the Nebraska Health and Human Services, Department of Regulation and Licensure. Facility details are found in Attachment 1.
- D. There are 8 Emergency Medical Services (EMS) within the county (Attachment 2).
- E. There are 8 clinics with medical staffs of 25 RNs, 30 LPNs, 6 X-Ray technicians, and 7 Lab Techs.
- F. The Western Regional Office of the Department of Health and Human Services, the Scottsbluff Area Agency on Aging and other private agencies have the capability to respond to the serious needs of the population should a major disaster occur.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Any incident that generates an emergency patient load that exceeds the normal day-to-day capabilities of local emergency medical resources or poses a public health threat to the residents may be considered a disaster.
- B. Mutual Aid and outside resources will be available to assist the county in natural, technological and man-made emergencies/disasters and incidents involving threatened or deliberate terrorist use of weapons of mass destruction.
- C. Any hospital or nursing home evacuating patients to facilities in other local or regional facilities will provide the medical records of patients, professional staff, and as many supplies and equipment as practical.
- D. There are indirect and direct public health threats associated with specific types of emergencies and disasters. These might include non-outbreak situations (for example, contaminated drinking water, chemical exposures, and sewage discharges), disease outbreaks (for example *E. coli* 0157, anthrax, meningitis, West Nile Virus, plague, smallpox, and SARS), sanitation problems, an overload of mortuary service capabilities and community mental health issues.
- E. People not normally clients of the local Social Services agency may require some form of public assistance under disaster conditions.

- F. The Scotts Bluff County Public Health Department and the Panhandle Public Health District will work in partnership with the Region 22 Emergency Manager and the mass care shelter manager to plan for and assist them to accommodate people who have access and functional needs. Public Health will provide recommendations for communications methods, public information message development, special equipment and supplies that may be needed and locating local care providers to assist individuals whose needs cannot be met at the shelter.

IV. ORGANIZATION and RESPONSIBILITIES

- A. Medical, Public Health, Mental or Behavioral Health, Medical Reserve Corps and Social Services operations are each described separately, but close coordination is required to fulfill the overall responsibility of safeguarding and minimizing the adverse health factors which may affect our citizens during and/or after an emergency or disaster. To provide a coordinated and effective response, the health and human services functions have been separated into two areas, local government support and field operations (see page G-1).

1. Local government support and coordination entails coordinating emergency services such as law enforcement, fire, rescue, and public works, and providing logistical support where required. Both the Medical Coordinator and the Public Health Coordinator represent their respective functions on the EOC Staff.
2. Field operations direction and control should follow the Standard Operating Procedures (SOPs) developed by the local health, mental or behavioral health, state social services and local area medical professionals/facilities.

B. Health and Medical Responsibilities

1. Emergency Medical Services:
 - a. Basic Life Support is the responsibility of each Fire district or ambulance service in each jurisdiction. Advanced Life Support Services (ALS) is the responsibility of Valley Ambulance and AirLink of Regional West Medical Services in Scottsbluff.
 - i. The notification for emergency medical assistance comes from Scotts Bluff County Communications Center dispatch via radio or telephone.

- ii. The Ambulance/ Rescue Chief or senior EMS personnel will initiate an Incident Command System and will coordinate field operations and transport of victims with Regional West Medical Center.
- iii. The Ambulance/ Rescue Chief will notify Regional West Medical Center as soon as possible if the patient being transported is potentially contaminated from a HazMat incident and provide information about the hazardous substance involved.
- iv. The Ambulance/Rescue Chief will ensure that all personnel are trained to respond to a hazardous materials incident according to levels of response training set by their employer in compliance with OSHA and EPA regulations.
- v. The following functions are needed:
 - a) Triage: Assessing patients and assigning priorities for medical treatment and transport.
 - b) Treatment: Providing care and treatment of patients while being held for transportation to medical facilities.
 - c) Transportation: Coordinating with Regional West Medical Center for directing patient transport to receiving hospitals and/or medical facilities.
- b. Air ambulance support would be requested from AirLink located at Regional West Medical Center in Scottsbluff. They, in coordination with local officials, would make arrangements for any outside air support necessary in a major emergency/disaster.

2. Medical Coordination

- a. A member of the EOC staff will appoint a Medical Coordinator in the event a disaster extends beyond mutual aid capabilities. The Medical Coordinator will act as a liaison between the medical community and the local government.
- b. When an incident occurs which requires medical field operations, the Medical Coordinator will support medical mutual aid requests and coordinate additional requirements.
- c. The Medical Coordinator, with the support of the Logistics Chief/Manager and/or Emergency Management Director, will locate supplies and/or equipment to support medical operations in the event of an actual or anticipated shortage. Requests for professional

medical volunteers from local health care facilities may be requested through the Emergency Manager.

3. Public Health Coordination

- a. The SCOTTS BLUFF County Health Director and/or the Panhandle Public Health District designee will serve as the Public Health Coordinator and is responsible for coordinating activities required to safeguard public health and minimize the spread of disease. The Public Health Coordinator is the liaison between public health officials and the local government.
- b. The Public Health Coordinator will coordinate with the Region 22 Emergency Management Director, County Emergency Board, and other agencies as applicable. This is critical in the care and sheltering of populations with functional needs.
- c. The Public Health Coordinator will assess the need for crisis counseling for disaster survivors and disaster workers. If crisis counseling is deemed necessary, the Public Health Coordinator will request assistance from and coordinate with the local ministerial association and/or the Region 22 COAD and/or the Panhandle Mental Health Center to provide the necessary services.
- d. The Public Health Coordinator or designee is responsible for initial size-up, hazard evaluation and assessment related to existing or anticipated public health threats. The Public Health Coordinator or designee will determine the scope and level of the public health response and what assistance may or may not be needed. Depending upon the nature of the incident, the Health Department may take the lead or assume a support role. Specific capabilities, which correspond to the Target Capabilities List in Homeland Security Presidential Directive 8 include, but are not limited to, the following:
 - i. Environmental Health Water Safety: The Department would coordinate with DHHS about potential drinking water contamination. DHHS and/or Scotts Bluff County Public Health Department would direct the certified public water operators within the county to provide bottle water, direct or recommend boil water orders, or perform additional sampling, depending upon the situation, to confirm contamination. For private wells, Scotts Bluff County Public Health Department would contact the homeowner and make appropriate recommendations.
 - ii. Environmental Health Emergency Sanitary Sewage Disposal: The Department would recommend portable toilets for use by

incident site clean-up crews, residents and the public as needed. The Department would also coordinate with the American Red Cross, Salvation Army, and Region 22 Emergency Management to inform and advise the public of emergency individual sewage disposal procedures.

- iii. Vector Control: The Department would survey and map affected area(s); provide mosquito trapping and testing of mosquitoes for West Nile Virus; identify problem areas so that preventive measures (i.e., larviciding) for vectors may be taken; recommend other prevention methods such as drainage of standing water and use of mosquito abatement techniques over potential breeding sites as needed. Rodent and insect control is expedited by public complaint. Exterior mouse and rat infestations are exterminated by the Department. Extermination of interior insect and rodent infestations are required of homeowners.
- iv. Food Safety: The Department would coordinate with the Nebraska Department of Agriculture, United States Department of Agriculture (USDA) and Food and Drug Administration (FDA) to identify the extent of contamination, embargo and recall food as necessary, and request laboratory and investigation assistance as needed. Reports of human illness would be forwarded by the Department's Epidemiology Section to DHHS Epidemiologist. Contaminated food will be transported to the SCOTT'S BLUFF County Sanitary Landfill for disposal.
- v. Mass Prophylaxis: Based upon the results of epidemiologic investigation and in compliance with the Centers for Disease Control and Prevention (CDC) and DHHS recommendations, the Public Health District/Department would vaccinate or provide antibiotic prophylaxis. See Appendix 1.
- vi. Isolation and Quarantine: The Public Health Coordinator or designee would determine measures necessary to prevent the introduction of communicable diseases into the county and to remove or quarantine any person or persons having such disease. The Scotts Bluff County Public Health Department and the Panhandle Public Health District, in consultation with DHHS, the CDC, and other local health experts (as deemed necessary) will determine the specific community-wide containment strategy(s) to be implemented and the geographic area in which it will be implemented. The Public Health Coordinator or designee, in consultation with DHHS and County Attorney, shall produce the written order of isolation or quarantine.
- vii. Epidemiological Investigation: The Scotts Bluff County Public Health Department Epidemiology Section is responsible for the

evaluation of suspected and confirmed communicable disease events and the identification of situations of public health importance that may require the implementation of aggressive disease containment measures that go beyond the routine measures employed on a daily basis. Confirmed or suspected communicable diseases of possible significant public health concern identified by Epidemiology staff will be immediately reported to and evaluated by the Epidemiology Section Supervisor for analysis. Based upon determination that the reported disease or event is unusual and/or poses a significant, immediate threat to the community, the Public Health Coordinator will consult with DHHS, and the CDC.

- viii. Emergency Public Information: The Scotts Bluff County Public Health Department would provide information, updates, guidelines and recommendations to the healthcare community including treatment recommendations and protocols and plans for prophylaxis if warranted. The District/Department would also relay appropriate information and recommendations to the public through responsible media and public relations activities. The Department would use the State Health Alert Network (HAN) to get out time critical information to HAN recipients (physicians and healthcare organizations) in SCOTTS BLUFF County or to areas surrounding the incident. The Department would coordinate and consult with the Region 22 Emergency Management Agency to use public alerting systems if necessary.
 - ix. Re-entry: The Department may recommend when it is safe to reoccupy an area after evacuation caused by a hazardous material release or a communicable disease outbreak.
4. Mental (Behavioral) Health Coordinator:
- a. The Mental (Behavioral) Health Coordinator will work closely with the Social Services Coordinator and will coordinate behavioral health services for victims, family members, first responders, health and medical personnel as well as the general public. Within the general population are those identified as having access and functional needs, at-risk or having increased vulnerability to the effects of a crisis. These populations are:
 - i. Individuals with disabilities, including developmental, physical and/or mental illness.
 - ii. People with a history of substance (drug or alcohol) abuse.
 - iii. Children under the age of 18.

- iv. Adults age 65 and over.
 - v. Non-English speaking populations.
 - vi. Individuals who are homeless.
 - vii. Long term care and residential nursing facilities.
- b. Locations where the Mental (Behavioral) Health response/services may be available include:
- i. Sites where the survivors and families of victims will be such as, shelters, meal sites, disaster application centers, American Red Cross service centers, hospitals, survivor's homes, farms, morgues, etc.,
 - ii. Mass care centers and immunization clinics,
 - iii. Hotline sites,
 - iv. Community outreach sites such as community centers, shopping malls, locations announced through the media, etc., and
 - v. Sites where responders gather such as the incident site, staging and material storage areas.
- c. Services will be coordinated with the American Red Cross, local ministerial associations or interchurch ministries, community volunteers, Critical Incident Stress Management personnel and others as appropriate.
- d. An outreach program providing information and messages relating to services and health topics may be established. This public education information will be prepared in collaboration with, local service providers and coordinated with the various DHHS Public Information Officers.
- e. The Mental (Behavioral) Health Coordinator will make recommendations and provide status reports to the Public Health Coordinator.
- f. The local Ministerial Association, with possible referral to the Region 1 Behavioral Health District, will conduct the initial crisis counseling.
- g. Critical Incident Stress Management (CISM) Teams are available to provide stress management sessions for fire, EMS, law enforcement, dispatchers, hospital, corrections and emergency management personnel following a disaster/emergency situation. Contact the

Nebraska State Patrol Troop area where the disaster/emergency situation is located to activate a CISM response.

5. The Medical Reserve Corps (MRC)

The MRC, a component of the Citizen Corps program, recruits and prepares health and medical professionals, as well as skilled non-medical individuals, to volunteer in local communities. MRC partners with the Nebraska Volunteer Registry, also known as the Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP) to provide first responders and emergency managers with a database of health professionals. These volunteers are available to assist local medical, health care systems and health care facilities when needed during a disaster or public health emergency.

- a. The MRC intent is to supplement, not replace, local health care resources and to contribute to meeting public health issues. The MRC volunteers can provide medical surge capabilities during emergencies and disasters.
- b. SCOTTS BLUFF County is served by the Panhandle MRC service area. See Attachment 4.
- c. MRC volunteers can be requested by local health care facilities for public health issues directly from the MRC service area. Responding volunteers would work for the requesting organization and be subject to the requesting organization's protection and liabilities.
- d. MRC volunteers requested by the Region 22 Emergency Manager during a disaster would be selected and deployed by DHHS and be provided the protection of a State Emergency Response Team.
- e. Demobilization planning should begin prior to the arrival and placement of volunteers into field operations.

6. Social Services Coordinator

The Administrator of the Western Regional Office of the Department of Health and Human Services will serve as the Social Services Coordinator. The Coordinator will advise local executives on matters pertaining to social services, ensure that activities are administered in an orderly, efficient manner, develop procedures for determining needs of disaster survivors, and process inquiries concerning disaster survivors. The existing Health and Human Services staff, augmented as necessary from other organizations, will serve as support staff. Health and Human Services will distribute USDA donated foods to local organizations and Red Cross to provide mass feeding for disaster survivors and, if

implemented, will administer the Emergency Food Stamp Program. All agencies will participate to the extent of their mandated responsibilities.

7. Community Services

- a. Various community services programs function as vital support on a routine basis and are an important resource in disaster response and recovery activities. Their ability to respond to community needs is based on the organized efforts of many volunteers. Services provided by the community include, but are not limited to:
 - i. Food for disaster survivors,
 - ii. Clothing,
 - iii. Temporary shelter.
- b. Churches and church groups are vital community resources and function as support organizations to provide response and recovery assistance to disaster survivors. They may provide:
 - i. Food to disaster survivors,
 - ii. Clean-up and recovery equipment and labor assistance,
 - iii. Crisis counseling for disaster survivors/workers.
- c. In addition to the local church groups, assistance in disaster recovery activities can be obtained from the Mennonite Disaster Service, the Adventists Community Services, and other non-profit, volunteer-based, disaster recovery organizations. Most of these organizations are affiliated with Voluntary Organizations Active in Disaster (VOAD). Contact with these groups can be made through the Nebraska Emergency Management Agency.
- d. The Western Nebraska Area Agency on Aging assesses the needs of the elderly population in SCOTTSS BLUFF County to include food, clothing, housing, and transportation. During disaster situations, emotional stress experienced by the elderly is greatly increased; therefore, referral recommendations to local mental health organizations for crisis counseling may be initiated by this group to aid recovery from the effects of the disaster.
- e. The Tri-City Roadrunner Public Transportation Program assists by providing the handicapped and elderly with transportation services.

V. CONCEPT OF OPERATIONS

A. Mass Casualty/Fatality Incident

1. The first unit on the scene will establish a command post that is responsible for patient care operations at the scene including personnel assignment.
2. Valley Ambulance or the First Fire Department on the scene will triage and assign priority categories based on urgency and chance of survival.
3. The command post will be in communication with Regional West Medical Center. Determination of receiving facility will be predicated on medical facility patient loads and nature of injuries, and levels of care needed and available. Patient transfer between receiving hospitals will be coordinated by the responding hospitals.
4. The incident command will normally determine requirements for and request medical mutual aid. If necessary, the Medical Coordinator will support the mutual aid requests and coordinate additional resource requirements.
5. Regional West Medical Center will coordinate with law enforcement officials on additional security requirements at the hospital.
6. Shortages (or anticipated shortage) of medical supplies/equipment or personnel will be reported to the Medical Coordinator for procurement.

B. Mortuary Services (Mass Fatality Plan)

1. When mortuary capabilities are exceeded during a disaster, the County Attorney is responsible for coordinating the interment of the dead. Disposition of the deceased will be in accordance with Nebraska statutes and will respect religious, ethnic and cultural differences to the extent possible. Additionally the County Attorney may:
 - a. Assign bodies to local funeral homes,
 - b. Establish temporary morgue facilities,
 - c. Coordinate emergency interment.

2. Emergency Morgue: If a request for an emergency morgue is made through the Sheriff's Office, then the County Attorney acting as coroner, will:
 - a. Obtain the use of a suitable building that is easily accessible to the disaster area,
 - b. Notify the EOC of the morgue location,
 - c. Coordinate with all the area funeral homes for the recovery, transportation, preservation and identification of the bodies and body parts, respecting cultural and religious differences to the extent possible.
 - d. If conditions warrant, request refrigerated trucks from local trucking companies to hold bodies pending transfer to funeral homes.
 - e. The locally developed Mass Fatality Plan includes a description of the procedures and agencies use to identify and respond to damage to grave sites and cemeteries.
 - f. The local Mass Fatality Plan will address how the next of kin will be notified and bodies claimed by the surviving family and for the disposition of unclaimed bodies.
3. The Region 22 Emergency Management Agency in cooperation with Regions 21 and 23 Emergency Management and contracting with The Blue Cell, LLC, developed a comprehensive Mass Fatality Plan for use in the Nebraska Panhandle. This Mass Fatality Plan has further details on a Mass Fatality response.

C. Evacuation of In-patient Medical Facilities

1. The hospital and nursing homes are responsible for developing internal procedures for:
 - a. Assessing and preparing patients for evacuation,
 - b. Assuring medical records are transported with patients,
 - c. Identifying and transporting essential medications and supplies to include medical hard goods, dressings, food, day to day support items.
2. The Administrator or designated representative of the affected facility(s) will coordinate evacuation requirements, including transportation, with the EOC.

3. Receiving facilities will be in accordance with Hospital Emergency Plans.

D. Support to Medical Professionals

Regional West Medical Center will work closely with the local emergency management officials in providing emergency transportation to and from critical medical facilities. Volunteers, such as 4-wheel drive vehicle owners/clubs, snowmobile owners/clubs, and amateur radio operators (depending on situation - i.e., winter storms) will be utilized to provide this transportation.

E. Public Health Threats

1. In an anticipated or actual public health threat, the Public Health Coordinator or the Region 22 Emergency Manager will notify the Nebraska Emergency Management Agency to coordinate State assistance.
2. In the event of water shortages, Public Works should coordinate with the Region 22 Emergency Management Director and Public Health Coordinator to meet the critical potable water requirements.
3. The Nebraska Emergency Management Agency will contact state, federal, or other agencies, as appropriate, and request assistance for SCOTTS BLUFF County.

F. Social Services

The Social Services Coordinator will coordinate the efforts of various agencies to meet individual human needs. During actual or impending disaster situations requiring the lodging and feeding of a considerable number of people, procedures outlined in Annex I, Mass Care will be supported by Health and Human Services agencies.

1. Disaster Recovery Center (DRC): Upon a Presidential Disaster Declaration, a representative of Health and Human Services may participate in the Disaster Recovery Center. The DRCs will provide information to individuals on the various disaster assistance programs available as a result of the Presidential Disaster Declaration. The Center will also provide a bank of telephones for individuals to make direct application for assistance.
2. Functional Needs: Disaster survivors and functional needs groups may require assistance to meet their necessary expenses and serious needs (food, clothing, housing, medical and financial). The Western Regional Office of the Department of Health and Human Services, in coordination with community services, such as the Red Cross, and the Area Agency

on Aging will identify any functional needs individuals and in the event of a disaster, ensure that their needs and levels of care are met.

3. Counseling: Mental health professionals, members of the local ministerial association and public school counselors may provide emergency counseling to disaster survivors. This counseling may occur at several locations and will be coordinated between the Mental Health Coordinator and the Public Health Director.
4. Evacuation: Health and Human Services, in coordination with the Area Agency on Aging and Tri-City Roadrunner Service will attempt to identify and assist any elderly, infirm or access and functional needs individuals who may be unable to evacuate on their own. The availability of this service will be emphasized in emergency public information releases and should be coordinated with the PIO.

VI. ADMINISTRATIVE and LOGISTICS

- A. The Region 22 Emergency Management Director will update and/or revise this Annex based upon the correlation of information provided by the Medical, Public Health and Social Services Coordinators.
- B. Exercising
 1. Every effort will be made to incorporate local and where possible regional health care facilities involvement into the hospital and nursing home's annual exercise.
 2. Emergency medical professionals and volunteers will participate in these exercises to the maximum extent possible.
 3. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).
- C. Training
 1. In addition to the training required for normal operations, health and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations.
 2. The training program will be consistent with the Homeland Security Exercise Plan procedures. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
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4	MRC Map & Contacts	G-27
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2	Agricultural Disease Response Plan	G-35
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1	Animal Disease Initial Response Plan	G-51
2	Potential Animal Holding Areas	G-59

HEALTH AND MEDICAL RESOURCES

(EM NOTE: Check and confirm data currently listed with the licensed health care facilities, clinics, nursing homes, etc. and capacities data found at:

<http://dhhs.ne.gov/licensure/Pages/Rosters-of-Facilities-and-Services.aspx>

WITHIN SCOTTS BLUFF COUNTY

NAME	CAPACITY	PHONE NUMBER
LICENSED HOSPITALS:		
Regional West Medical Center	NORTH UNIT	635-3711
4021 Avenue B	164 Beds	FAX: 630-1815
Scottsbluff, NE 69361		
NURSING HOMES and ASSISTED LIVING		
Emerald Court	21 Beds	220-4007
315 W. 33rd	includes assisted living	
Scottsbluff, NE 69361		
Golden Living Center	160 Beds	635-2019
111 West 36th Street		FAX: 635-2438
Scottsbluff, NE 69361		
Heritage Estates, The Lodge at	102 Beds	436-5007
2325 Lodge Drive		FAX: 436-5920
Gering, NE 69341		
Mitchell Care Center	50 Beds	623-1212
1723 23rd Street	assisted living: 12	FAX: 623-2052
Mitchell, NE 69357		
Northfield Health Care	33 Beds	436-3101
2550 21st Street		FAX: 436-2494
Gering, NE 69341		
Regional West Medical Center –	18 Beds	635-3711
North Unit		FAX: 630-1815
4021 Avenue B		
Scottsbluff, NE 69361		
The Residency (Care Center)	31 Beds	632-4342
2100 Circle Drive		FAX: 630-8170
Scottsbluff, NE 69361		
Village at Regional West	57 Beds	630-2001

320 East 42nd Street Scottsbluff, NE 69361	43 assisted living	FAX: 630-2006
Wel-Life (assisted living) 617 West 33rd Street Scottsbluff, NE 69361	48 Beds	632-1760 FAX: 632-1768
Western Nebraska Veterans Home 1102 West 42nd Scottsbluff, NE 69361	50 Beds Also assisted living	632-0300 FAX: 632-1384
CLINICS:		
Bluff's Healthcare Clinic 914 West 36th Street Scottsbluff, NE 69361	Scottsbluff	633-1280
Regional West Physician's Clinic Urgent Care 3011 Avenue B Scottsbluff, NE 69361	Scottsbluff	632-2215
Regional West Physician's Clinic Family Medicine 1275 Sage Gering, NE 69341	Gering	436-2101
Regional West Physician's Clinic Family Medicine 3911 Ave. B Scottsbluff, NE 69361	Horizons West	630-2100
Regional West Physician's Clinic Family Medicine 1456 Center Ave Mitchell, NE 69357	Mitchell	623-1234
Regional West Physician's Clinic Family Medicine 302 Center Avenue Morrill, NE 69358	Morrill	247-3475
Quick Care Medical Services 3210 Ave. B Scottsbluff, NE 69361	Scottsbluff	630-0800

HOME HEALTH:		
NRC Home Health Services	Scottsbluff	630-8191
2100 Circle Drive		FAX: 633-3034
Scottsbluff, NE 69361		
Regional West Home Care/Community Health Services	Scottsbluff	630-1430
Region West Medical Center		FAX: 630-1823
4021 Avenue B – Two West 42nd Street		
Scottsbluff, NE 69361		
SERVES WITHIN A 50-MILE RADIUS OF SCOTTSBLUFF		
MENTAL HEALTH:		
Panhandle Mental Health Center	Scottsbluff	635-3171
Out Patient Only		
4110 Avenue D		
Scottsbluff, NE 69361		
Regional West Psychiatry & Behavioral Health	Scottsbluff	635-3888
4021 Avenue B		
Scottsbluff, NE		
NAME	CAPACITY	PHONE NUMBER
MORTUARIES FOR MULTI-CASUALTY INCIDENTS (MCI):		
Dugan-Kramer Chapel	7	632-4101
3201 Ave. B		
Scottsbluff, NE 69361		
Gering Memorial Chapel	1	436-5038
1755 11th		
Gering, NE 69341		
Jolliffe Funeral Home	5	632-2121
2102 Broadway		
Scottsbluff, NE 69361		
Jones Mortuary	1	623-1133
1532 14th		
Mitchell, NE 69357		

Dist. #5 Representative for Mass Casualty	Keith Jones	235-3712
Cantrell Funeral Home		CELL: 230-0203
OUTSIDE SCOTTS BLUFF COUNTY		
HOSPITALS:		
Morrill County Community Hospital		308-262-1616
Kimball County Hospital		308-235-1951
Memorial Hospital, Sidney		308-254-5825
Box Butte General Hospital, Alliance		308-762-6660
Community Hospital, Torrington, Wyoming		307-532-4181
AMBULANCES:		
Adjacent County Fire Departments; contact through radio systems		
AIR/GROUND SERVICES		
SCOTTSBLUFF:		
Air Link at Regional West Health Services (1 Helicopter)		1-800-252-2215
CASPER, WY:		
Wyoming Life Flight (1 Helicopter and 1 Fixed-Wing)		1-800-442-2222
KEARNEY:		
Good Samaritan AirCare (1 Helicopter and 1 Fixed-Wing) Long Distance Ground Service: including out-of-state		1-800-474-7911
DENVER, CO		
Flight For Life (4 Helicopter and 2 Fixed-Wing)		1-800-525-3712
Health One Air Life (3 Helicopters and 2 Fixed-Wing)		1-800-821-1994
GREELEY, CO		
North Colorado Med Evac (2 Helicopter)		1-800-247-5433
RAPID CITY, SD		
Black Hills Life Flight (1 Helicopter and 1 Fixed Wing)		1-800-232-2452
Medical Air Rescue Company (MARC) (3 Fixed-Wing)		1-605-393-0300

SCOTTS BLUFF COUNTY EMERGENCY MEDICAL RESOURCES

RESCUE UNIT NAME	PHONE NUMBER	# OF BASIC LIFE SUPPORT AMBULANCES	# OF ADVANCED LIFE SUPPORT AMBULANCES	# OF EMTS	# OF PARA-MEDICS	ADVANCED SERVICES (Air Ambulance, etc...)
Gering	436-2441	0	0	20	0	
Lyman	787-1087	1	0	4	0	
Minatare/Melbeta	783-2763	1	0	8	0	
Mitchell	623-1311	0	1	6	2	2 LPN, 2 RN
Morrill	247-2321	2	0	4	0	
Scottsbluff	635-0511	0	0	15	1	
Valley Ambulance	635-1411	0	5	3	15	
AirLink	630-1850	0	0	0	6	Air Ambulance 5 Flight Nurses
Western Nebraska Regional Airport	631-1591	0	0	1	1	

436-6666 is the non-emergency number that connects with Scotts Bluff County Communications to dispatch any and all rescue units

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2020

Nebraska Health / Medical Volunteer Registry (ESARVHP) Activation In Support of Local Disasters

- I. If a disaster depletes or overwhelms available health care personnel and mutual aid with the Medical Reserve Corps is exhausted, local emergency management can request additional health and medical personnel from NEMA through the Emergency System for Advanced Registration of Volunteer Health Professionals (ESAR-VHP).

- II. In a locally declared disaster, the EMA may request from the Nebraska Emergency Management Agency (NEMA) additional health and medical personnel from the state ESAR-VHP. The request for assistance from NEMA should include the following information:
 - A. The incident specific mission(s) for which ESAR-VHP volunteers are needed,
 - B. The type of skill sets and anticipated number of volunteers needed,
 - C. The contact information for the incident's health and medical coordinator,
 - D. Anticipated location and length of deployment,
 - E. Incident specific conditions relevant to deployment (risks, environment, etc.),
 - F. Medical equipment, supplies or personal protective equipment required by volunteers in support of their mission (if known and available).
 - G. Verification that the disaster is beyond the response capabilities of local resources, and that all local and sub-state regional resources have been utilized to the fullest.

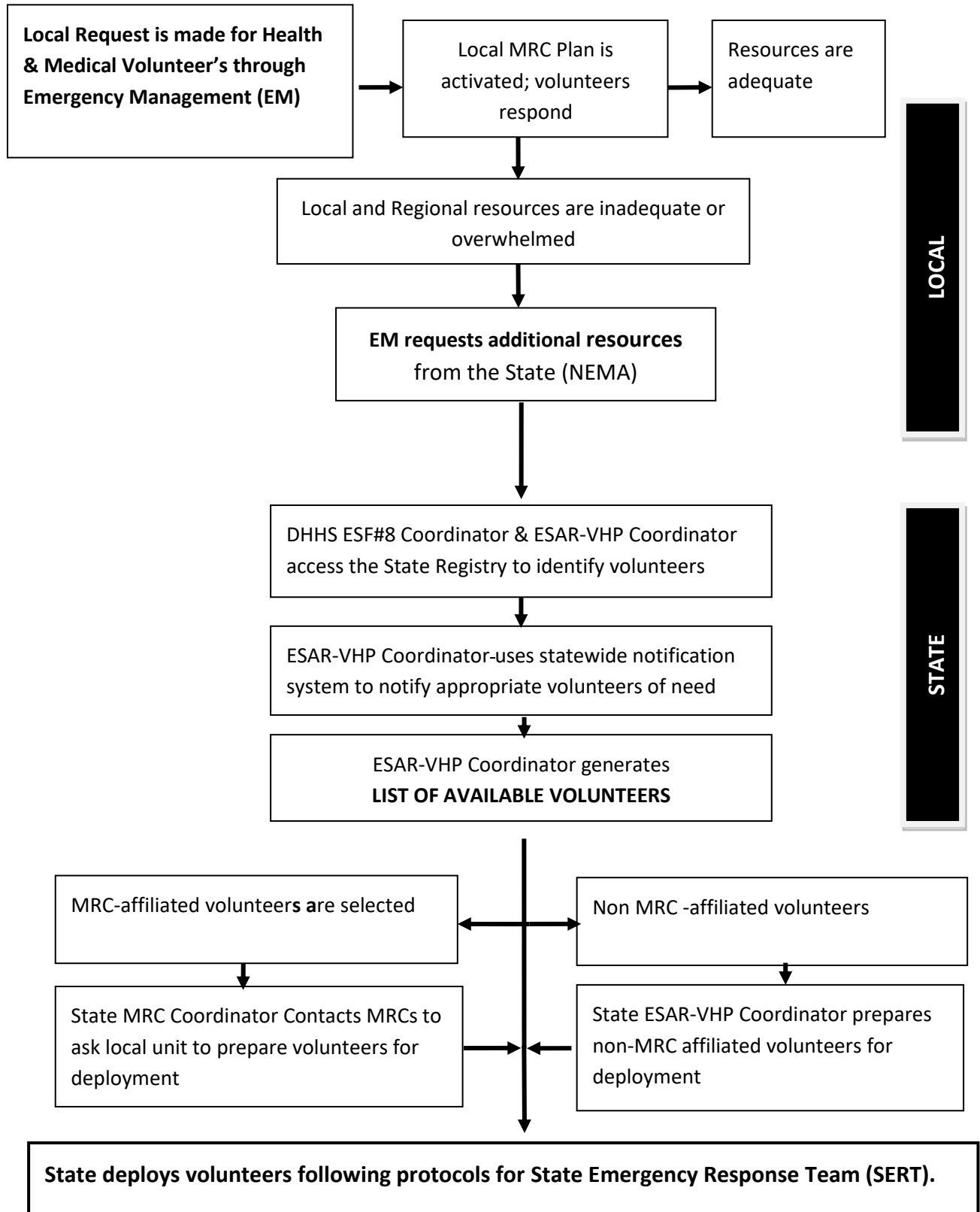
- III. NEMA and DHHS will decide which available volunteers to deploy.
 - A. Priority is given to MRC affiliated volunteers and/or volunteers with disaster specific training and experience over non-affiliated and inexperienced personnel when skill sets are equal.
 - B. NEMA and the requesting local emergency management agency will coordinate logistics for the deployed volunteers.
 - C. The State MRC Coordinator (NEMA) will contact the local MRC representatives to notify and prepare selected volunteers for deployment.

- D. Should ESAR-VHP volunteers with special skills, who are not MRC members, be needed, DHHS will notify and prepare those individuals for deployment.
- E. All volunteers are assigned and deployed as a state resource as a State Emergency Response Team(s).
- F. SERTs are supported by NEMA administratively and operate under and within the local Incident Command.

Additional guidance on ESAR-VHP activation can be found in the Nebraska State Emergency Operations Plan, ESF-8, Appendix 7.

Activation of Health and Medical Volunteers

Reference: Nebraska SEOP ESF8 rev. 2016

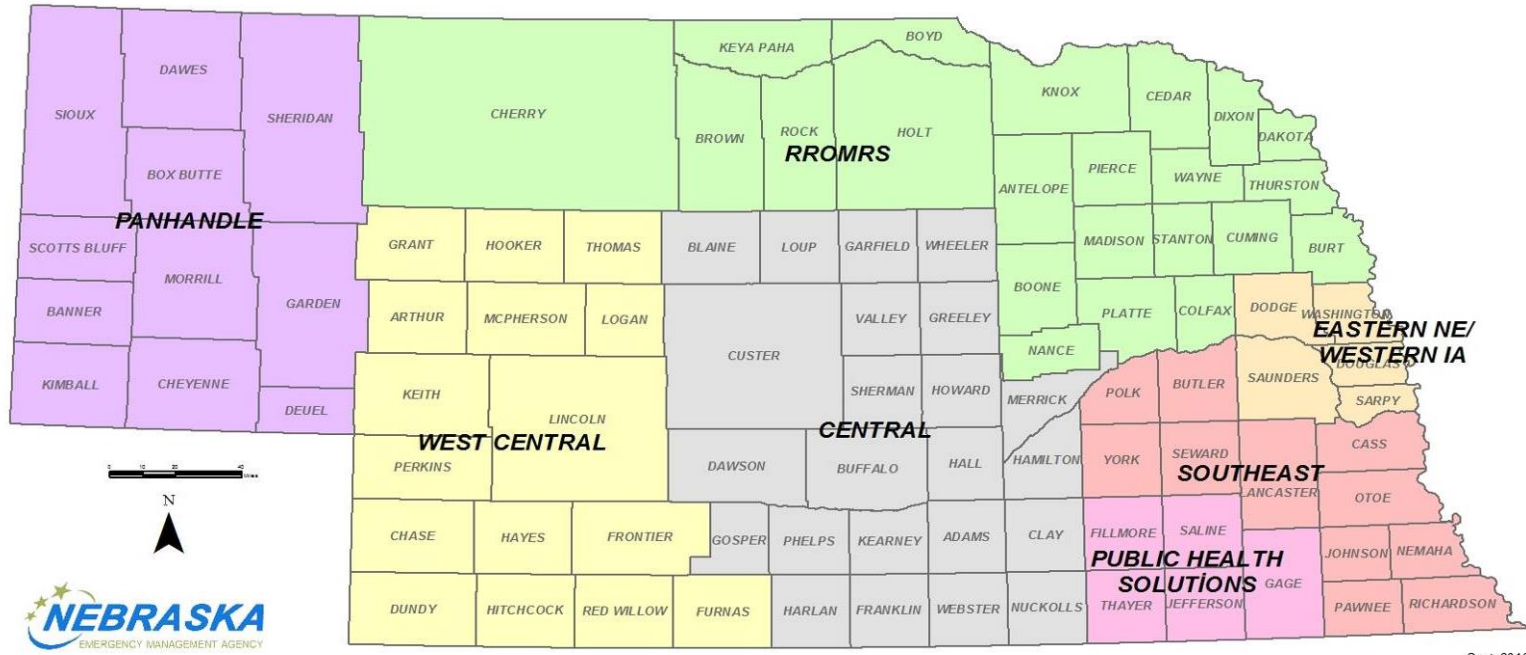


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2020

NEBRASKA MEDICAL RESERVE CORPS REGIONS



SCOTTS BLUFF COUNTY LEOP

G-27

Panhandle Medical Reserve Corps
mhill@pphd.org
 308-633-2866

Rural Region One Medical Response System
 (RROMRS) Medical Reserve Corps
rromrs@conpoint.com
 402-529-2233

Western Central Medical Reserve Corps
mulligans@gprmc.com
 308-696-7990

Eastern Nebraska/Western Iowa Medical Reserve Corps
mrc@uwmidlands.org
 402-522-7970

Central Nebraska Medical Reserve Corps
centalnebraskamrc@gmail.com
 402-224-0108

Public Health Solutions Medical Reserve Corps
kplouzek@phsneb.org
 402-826-3880

Southeast Medical Reserve Corps
rdavis@lincoln.ne.gov
 402-441-8006

ANNEX G
 ATTACHMENT A

2020

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2020

MEDICAL COUNTERMEASURE DISTRIBUTION AND DISPENSING PLAN

Refer also to Panhandle Public Health District, Panhandle Regional Medical Response System plans for specific applications.

I. PURPOSE

This provides a rapid and coordinated response for the citizens and transients of SCOTTS BLUFF County for a mass administration of vaccines and prophylactic medications and supplies in the event of a bio-terrorism outbreak or other medical needs.

II. SITUATION

- A. The Region 22 Emergency Management Agency along with the Panhandle Public Health District (PPHD), the Regional West Medical Center, the Nebraska Department of Health and Human Services (NE-DHHS), the Centers for Disease Control and Prevention (CDC) and the Nebraska Emergency Management Agency (NEMA) have identified numerous hazards that would give cause to do a mass vaccination/prophylaxis clinic. Any outbreak would affect all the citizens and transients of the county. The population range could vary depending on the type and time of outbreaks and certain geographic factors, and the fact that nearby residents of other counties may travel to Scotts Bluff County for their vaccinations. More than likely, it would be some residents of Banner and Sioux Counties.
- B. Transient population needing vaccination/prophylaxis would be citizens not counted in the county's vaccine, medications or supplies allotment.
- C. On a local level, initial response will be by local authorities. The Panhandle Public Health District may determine the need for incident prophylaxis such as tetanus during a flood or tornado. Response management will follow the National Incident Management System (NIMS).
- D. The decision to mass vaccinate/prophylaxis would come from the President of the United States under the advisement of the CDC. The Governor of Nebraska would declare a state of emergency.

III. ASSUMPTIONS and PLANNING FACTORS

- A. All the population in the county may be affected by any outbreak.

- B. Outbreak events may occur with little or no warning and may not be determined for days after an event has occurred in the United States.
- C. No single agency at the local level possesses the expertise to respond to an event. All county agencies will work toward a common goal ensuring the well-being of the citizens.

IV. CONCEPT OF OPERATIONS

The CDC, DHHS and PHD will provide direction to the county in the event of an actual emergency. The county's general plan for mass vaccine/prophylaxis clinics and potential follow up clinics is as follows.

- A. SCOTTS BLUFF County's Mass Vaccination/Prophylaxis Clinic will be located at:
 - 1. Western Nebraska Community College is the primary site for the north side of the river.
 - 2. Gering Senior High School is the site for the southern part of the County.
- B. SCOTTS BLUFF County's Mass Vaccination Core Committee will provide a volunteer staff to fill all the positions needed to operate a clinic.
 - 1. The core team includes but is not limited to: Site Coordinator, Medical Director, Nurse Manager, Supply Manager, Clinic Security, Volunteer Coordinator, Translator, EMS and the Scotts Bluff County Board of Health.
 - 2. The list of volunteers is on file and continually updated. Copies of this list are kept at the Scotts Bluff County Health Department, with the volunteer coordinator and with the Region 22 Emergency Management Director. The list will include but is not limited to county and village first responders, medical staff, record keepers, security, and other needed key personnel.
- C. Notification of a local event may come to the Emergency Management Director, Scotts Bluff County Health Director, Regional West Medical Center, Scotts Bluff County Consolidated Communications Center, or Law Enforcement. At that time, all clinic core team members will be contacted. Notification of public health events occurring outside SCOTTS BLUFF County, which could affect the county, could come from several sources including the CDC, NE DHHS, adjacent county health departments or other State Health Departments.

D. Notification of all volunteers

1. A calling bank, designated by the volunteer coordinator, will be used to notify volunteers with back up provided by the County Emergency Management Staff.
2. The Local Emergency Operations Plan (LEOP) Annex B (Communications and Warnings) will be utilized. This annex addresses how all emergency responders and officials are notified.
3. Upon notification, volunteers will report as soon as possible or at a set time to the clinic site. Parking for volunteers will be determined at activation time of the clinic.
4. All clinic positions and operations will be staffed before the clinic opens to the public.

E. Handling of vaccine/medications/supplies

1. Nebraska State Patrol assisted by local Law Enforcement personnel will transfer vaccine from the State distribution site to the county.
2. The vaccine/medications/supplies will be signed off to a designated person at the clinic. If the vaccine/medications/supplies comes before the clinic is activated, it will be delivered to the SCOTTS BLUFF County Sherriff's Office The vaccine/medications/supplies will be signed for by the Scotts Bluff County Sheriff or the Scottsbluff City Police Chief and placed in the evidence room.
3. The vaccine/medications/supplies will be guarded at all times and will be under the direction of the Supply Manager. Certain vaccines may require special precautions.
4. All precautions will be taken when working with and around the vaccine, according to the guidelines provided.

F. Purchase and storage of supplies

1. In order to be prepared as possible for an emergency clinic, general supplies will be purchased ahead of time.
2. Before supplies will be purchased, storage space at Regional West Medical Center will be requested. This location would make rotation of stock convenient, and therefore make it less likely that supplies purchased in advance could deteriorate if not used by their expiration dates.

3. If storage space is not available at Regional West Medical Center, available storage space at the Walgreens Pharmacy will be used.
 4. If supplies are to be purchased in advance of a possible clinic, the Scotts Bluff County Health Director will assemble a list of needed supplies and the estimated costs.
 5. In case of any potential countywide clinic, the Scotts Bluff County Board of Commissioners will be asked for funding for supplies necessary to run a clinic. City/County Purchasing department will contact pre-contracted medical/clerical suppliers for specific additional supplies from the Master Supply List found in the Public Health Districts Master Plan.
 6. If county funding is not available, the core committee will seek other funding alternatives, including but not limited to solicitation of all emergency and health care services in the county, fund-raising events, donations, etc.
- G. Transportation and parking for the public.
1. Parking will be limited at the clinic site. No shuttle service will be available to transport the public.
 2. Handy Bus and school buses are available if special transportation needs are identified.
 3. Those individuals confined to health care or other facilities may receive on-site treatment. This will be coordinated with the Core Committee.
 4. Others unable to provide their own transportation will be given instructions through the media as to whom to call, staging areas for transportation pick-up and return, etc.
- H. County residents and transients will be notified as soon as possible of the mass vaccination plan and instructions for participation.
1. The local media outlets will be utilized.
 - a. KNEB Radio 960 AM and 94.1 FM (Phone 632-7121) – This is the EAS Station. All of the other stations will pick up on the information.
 - b. Local Television Stations – KNEP and KSTF
 - c. There will be news conferences using all of the media.
 - d. Panhandle Alert Warning System can be utilized.

2. Local emergency management procedures will be followed as outlined in Annex B, Communications and Warning.
3. The public will be given a local number to call for more information and further instructions.

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AGRICULTURE DISEASE EMERGENCY RESPONSE PLAN

**For Scotts Bluff and Banner Counties as Ag Disease will greatly affect both counties
Note: This joint plan is in both County LEOPs**

I. PURPOSE

- A. To provide coordinated measures and actions related to an agricultural emergency to detect, control and eliminate diseases, infestations, contamination and contagions to animals, plants and food as rapidly as possible within Scotts Bluff and Banner Counties.
- B. To generate appropriate measures at all response levels to eliminate the emergency and minimize its consequences in order to return Scotts Bluff and Banner Counties to a contagion-free status.

II. SITUATION

- A. The agriculture industry in Scotts Bluff and Banner Counties is a major segment of the county's economy. Agriculture is a critical infrastructure of the State of Nebraska. A major outbreak of disease or infestation in animals or in plants, or a contamination of foods in the county will have a devastating economic effect not only on the local economy, but also on the state, region and nation as well. These events may occur by natural processes or as a result of a chemical or biological attack. Numerous feedlots, Kelly Bean Company, Western Sugar Factory, and thousands of acres of farmland in Scotts Bluff and Banner Counties are vulnerable to such events.
- B. A major outbreak of disease, infestation or contamination in animals, plants or food could create both environmental and public health hazards to the human population including exposure to hazardous materials and contaminated water supplies, crops, livestock and food products. There could also be a significant mental health impact to the producers and their families, business partners, and the residents in and around the affected area.
- C. Hazardous biological or chemical substances, when released in either a controlled or uncontrolled manner, can be harmful to people, animals, plants, property, the environment and/or the economy. A hazardous material is any substance or combination of substances which, because of quantity, concentration, or physical, chemical, or infectious characteristics, may pose substantial immediate or potential hazards to humans, plants, and animals or the environment.
- D. Response to contamination and/or disease may involve local, state, federal and other entities. No single local or state agency has the full authority and

expertise to act unilaterally, nor does the county have the necessary resources to deal with a large-scale situation.

- E. Limited response resources in some geographical sections of the county may increase response time and there is the potential of radio and telephone communication difficulties.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The identification of animal disease, plant disease or infestation, or food, milk or dairy product contamination within the United States (US) could affect the State of Nebraska, including Scotts Bluff and Banner Counties. This could result in the creation and enforcement of movement controls of people, vehicles, livestock, poultry, plants, food, milk and dairy products, and other property.
- B. Positive detection of disease, infestation, or contamination elsewhere will prompt state officials to employ additional precautions to prevent or mitigate a local occurrence.
- C. Due to the nature of agricultural emergencies, such as a Foreign Animal Disease (FAD), and existing laws, entities other than the county may declare a disaster, subsequently affecting the county. In such incidents, the county also will submit a Disaster Declaration as described in Annex A, Attachment 4, of the Scotts Bluff and Banner Counties local emergency operation plans (LEOP).
- D. If a threat of disease, infestation, or contamination is received as a mechanism of terrorism and is confirmed as being a terrorist event, the "Terrorism" Appendix of Annex H, Law Enforcement, of this LEOP will be used in conjunction with this Appendix.
- E. Numerous local, state and federal agencies will play a role in mitigating an agricultural event. Remediation and recovery activities have the potential to involve massive amounts of resources.
- F. Large quantities of crops, rangeland, domestic livestock, wildlife, and food may be destroyed or controlled to prevent the spread of disease, infestation, or contamination after it has been confirmed within the county.
- G. Vector-borne diseases can spread quickly; therefore, a rapid response and control over a potentially wide area is needed.
- H. Suspected or confirmed cases may require immediate quarantine of the area of origination and may require special operational procedures.

- I. Eradication of the causative agent will require proper sanitary and disposal procedures for animal carcasses, plant material and/or food, milk, or dairy products, as determined by the Nebraska Department of Agriculture (NDA) or Nebraska Department of Environment and Energy (NDEE). Suspected infected locations, transport vehicles and on-site personnel may require cleaning and disinfection. Local biosecurity guidelines need to be established and implemented.
- J. Environmental protection regulations or procedures may need to be temporarily suspended to allow the timely and efficient disposal of food, plant material or euthanized livestock and wildlife.
- K. NDA is the coordinating state agency for a response to a livestock, plant, food, milk, and dairy product emergency, as discussed in Appendix 1, Appendix 2, Appendix 3 and/or Appendix 4 of Emergency Support Function (ESF) #11, of the State Emergency Operations Plan (SEOP). If an animal disease event occurs, NDA will determine the level of response and activities necessary to respond to a suspected or confirmed FAD.
- L. It is recognized that under some agriculture scenarios, the need for resources, trained personnel and specialized equipment and supplies will be tremendous.
- M. Before, during and following the Governor's emergency proclamation, an NDA representative will serve as the designated Emergency Support Function Coordinator (ESFC).
- N. If the situation is determined to be an act of terrorism, LEOP Annex H, Appendix 1, "Terrorism," will be referenced for response to the incident. The Federal Bureau of Investigation (FBI) is the lead agency responsible for crisis management and is responsible for coordinating federal law enforcement response and action during a terrorist/weapons of mass destruction (WMD) incident, and throughout the post-incident investigation.
- O. The level of response to an event depends on the extent and severity of the event. The introduction of a major food contamination or highly contagious disease may initiate a response from multiple sectors in multiple jurisdictions for a prolonged period of time.
- P. Federal agencies may provide support during emergency events. The United States Department of Agriculture (USDA) has the power, in certain circumstances, to declare an emergency. In these cases, USDA representatives will work with the NDA as described in ESF #11.

Animal Disease Incident Severity Levels

There are five incident severity levels relating to NDA's actions relative to animal health and maintaining the livestock and poultry industries within the

state. The first two incident Levels, 1 and 2, are disease management levels and are generally handled internally by NDA. Incident Levels 3, 4 and 5 represent FAD emergency response levels. Under Levels 3, 4 or 5, it is likely that county response will be requested from NDA and that this Annex to the LEOP will be activated. In addition, these levels will require support from other state agencies, federal agencies, counties, humane organizations and other relevant and appropriate entities.

LEVEL 1: Normal operating conditions. This level entails the daily routine activity of NDA enforcing statutory rules and regulations.

LEVEL 2: A disease that is not common to Nebraska either threatens to enter the state or has been identified in the state. A Level 2 disease is not considered a high-consequence animal disease. Level 2 diseases include, but are not limited to, Tuberculosis, Brucellosis, Pseudorabies and Low Pathogenic Avian Influenza.

Levels 1 and 2 can be handled internally by NDA staff. It is unlikely that the SEOC's activation level will be changed due to a Level 1 or 2 livestock/poultry disease incident.

LEVEL 3: A FAD is confirmed in North America but not in a bordering state, and there is no perceivable threat to Nebraska.

LEVEL 4: A FAD is confirmed in a border state or when the incident in a non-border state has a real or perceived threat to Nebraska agriculture.

LEVEL 5: A FAD is suspected or confirmed within Nebraska.

Specific details and actions are listed in the ESF #11, Appendix 1, of the SEOP.

IV. CONCEPT of OPERATIONS

In a FAD incident, Scotts Bluff and Banner Counties will be responding as a support entity for ESF-11 activities. Because of this, the county's concept of operations for a foreign animal disease response will focus on activation and notification, and response support.

A. Activation and Notification

1. Upon a request for assistance, the ESFC, in cooperation with Nebraska Emergency Management Agency (NEMA), will determine which participating departments/agencies/associations are needed and will take steps to activate them or place them on alert.
2. In an animal disease event in North America, but not in Nebraska, when an approved diagnostic laboratory confirms a positive test for either a

“FAD LEVEL 3 and/or 4,” the USDA Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS) will notify NDA, which will notify NEMA. ESF #11 may be activated. With this activation, NEMA may notify the Region 22 Emergency Manager. The emergency manager will activate the county Agricultural Disease Emergency Response Plan. The emergency manager will begin preparations to support the response, which could include:

- a. Notifying appropriate elected officials;
- b. Requesting a local disaster declaration;
- c. Activating local temporary animal housing and care locations;
- d. Assisting in traffic control;
- e. Assisting in quarantine enforcement;
- f. Locating and mapping susceptible species locations;
- g. Assisting with cleaning and disinfection;
- h. Identifying local sites and options for carcass disposal;
- i. Acting as a local liaison with the NDA incident command and NEMA; and
- j. Managing logistics issues for the local response.
 - i. In an animal disease event in Nebraska (LEVEL 5), when an approved diagnostic laboratory makes a presumptive positive identification of a FAD, NDA will be notified. NDA will subsequently notify NEMA. ESF #11 may be activated. With this activation, NEMA will notify the Region 22 Emergency Manager. The emergency manager will activate the county Agricultural Disease Emergency Response Plan. The emergency manager will begin preparations to support the response, as described above.
 - ii. In an animal disease event in Nebraska (LEVEL 5), when a foreign animal disease diagnostician (FADD) makes a diagnosis of a medium or high suspicion of a FAD, NDA will notify NEMA. Either NDA or NEMA will notify the Region 22 Emergency Manager of the diagnosis. In this situation, county support may be required to assist the FADD, who may remain on-site until a diagnosis is made. Prior to a diagnosis, county support will be requested by the FADD or by the NDA. At this point in a response, all communications and information must be carefully

controlled. Public dissemination of incident-specific information at this point is likely to cause significant negative economic impact on the livestock or poultry industry, as well as reducing the public's confidence in the nation's food supply. The county may be asked to provide the following support at this time:

- a) Notifying appropriate local elected officials;
- b) Assisting in traffic control;
- c) Assisting in quarantine enforcement; and
- d) Locating and mapping susceptible species locations.

B. Response Support

1. In some animal disease incidents, the Governor's declaration may include closing or restricting movement across the borders of the state and/or suspending livestock transport within the state. This action may be taken by the Governors of Border States. This action may create the need for off-loading and holding pen locations for livestock in transit. See "Potential Animal Holding Areas," Appendix 2, Attachment 2. Scotts Bluff and Banner Counties should develop contingency plans for the proper care of animals in transit. This includes unloading, feeding, and watering of livestock. The NDA Monograph, *Temporary Housing and Care of Livestock and Poultry*, provides operational guidance for this planning as well as the set-up and operation of these areas. Identifying and photographing unloaded animals will be necessary. Biosecurity techniques such as waste management, secure confinement of individual loads, and the inspection of certificates of shipment (health certificates) will be needed. A health inspection of livestock will be performed by designated officials before reloading. Only qualified responders will be assisting as animal handlers. A notification process also needs to be established so that the State Veterinarian, the shipping company, and the livestock owners know of the location of the animals being held.
2. Additional local plans or Standard Operating Procedures are needed for the cleaning, disinfection, and storage of the trucks and personnel involved with the event. NDA has developed the following set of five County Emergency Response Monographs: *Traffic Control Agricultural Response*, *Catastrophic Mortality and Associated Material Disposal*, *Temporary Housing and Care for Livestock and Poultry*, *Cleaning and Disinfection*, and *Continuity of Services*. These monographs provide operational guidance for issues that an affected county may face and can be found at: <http://www.nda.nebraska.gov/admin/security/index.html>.

3. The entire process or chain of events needs documentation which should include the confirmation of ownership of animals, copies of bills of lading, direct expenses incurred during the temporary housing of animals, and the final distribution of the animals.
4. The Livestock Emergency Disease Response System (LEDRS) veterinary corps will supply trained first responders in case of an animal emergency, as well as limited initial veterinary supplies. LEDRS trailers, with limited amounts of equipment and supplies, also may be available. A list of equipment and supplies available in the LEDRS trailers is found in ESF #11 of the SEOP.

V. ORGANIZATIONAL ROLES and RESPONSIBILITIES

Details of the roles and responsibilities of the various agencies and organizations are found in the SEOP. The following describes in general the roles and scope of activities. Due to the nature of a specific event, this list may not be all-inclusive or describe all activities or operations.

A. STATE AGENCIES

1. Nebraska Department of Agriculture

The NDA is the coordinating agency for all agriculture-related responses in the State of Nebraska as designated in the Nebraska Emergency Operations Plan. NDA, along with the NEMA, will conduct operations using National Incident Management System (NIMS) protocols for multi-agency coordination.

As the coordinating agency, some of NDA's responsibilities relative to local jurisdictions include:

- a. Working with local jurisdictions to support planning and mitigation related to agriculture response;
- b. Coordinating with individual producers and agricultural trade associations on mitigation, planning, response and recovery related to an agriculture emergency;
- c. Assisting local jurisdictions and producers with recovery-related issues;
- d. Developing and maintaining operational monographs to assist the state and local jurisdiction with agriculture response;
- e. Coordinating with USDA;

- f. Activating and deploying support personnel from the LEDRS;
 - g. Directing all livestock-or poultry-related response;
 - h. Providing coordination on public information release with local jurisdictions; and
 - i. Providing technical expertise related to agriculture emergencies and response.
2. Office of the Governor
- a. Issues State of Emergency Proclamations;
 - b. Requests Presidential Declarations; and
 - c. Affects the powers as granted in the Nebraska Emergency Management Act.
3. Nebraska Emergency Management Agency
- a. Activates and operates the State Emergency Operations Center;
 - b. Provides liaison to the affected jurisdictions;
 - c. Prepares situation reports for the Governor;
 - d. Responds to assistance requests from county emergency management;
 - e. Coordinates the state's response with local jurisdictions;
 - f. Coordinates with the Federal Emergency Management Agency (FEMA) and the National Response Framework;
 - g. Assists in the dissemination of disaster-related public information;
 - h. Assists local responders, especially in remote areas, with communications; and
 - i. Coordinates the provision of Personal Protective Equipment (PPE), other equipment, chemicals and supplies to facilitate the movement, destruction, disposal, cleaning and disinfecting of equipment, and decontamination of individuals.
4. Nebraska Department of Environment and Energy (NDEE)

- a. Provides technical assistance regarding environmental issues, regulations and requirements during the disaster planning;
 - b. Specifies containment practices and procedures for carcass disposal, including on-site disposal, decontamination, cleaning, disinfecting stations, and waste disposal and/or treatment sites; and
 - c. Provides information on permitted livestock feeding operations.
5. Nebraska Department of Natural Resources (NDNR)
- a. Provides technical assistance during planning; and
 - b. Provides mapping information, especially on topography, water tables, and food and agriculture assets.
6. Nebraska Department of Transportation (NDOT)
- a. Identifies the sustainability of roads and bridges for law enforcement for traffic control issues;
 - b. Provides guidance in re-routing traffic in and around the affected area;
 - c. Assists with the transportation of soil, carcasses or debris; and
 - d. Helps identify additional sources of contractors and specialized equipment.
7. Nebraska Games and Parks Commission (NGPC)
- a. Provides containment and/or quarantine assistance, including vector control, and monitoring and management of wildlife, to prevent the spread of animal disease to or through non-domesticated animals;
 - b. Provides disposal sites and excavation equipment, and aids in the transport of carcasses, soil and debris; and
 - c. Assists law enforcement agencies with traffic control, general security and law enforcement.
8. Nebraska Department of Health and Human Services (DHHS)
- a. Provides an assessment of the public health needs;
 - b. Provides the technical assistance, leadership and coordination to address the medical and behavioral health care needs of the public;

- c. Provides assistance and epidemiology services in dealing with zoonotic (transmitted from animals to humans) diseases; and
- d. Supports local jurisdictions, per the LEOP, in other areas to include the testing of potable water, behavioral health and other public health concerns.

9. Nebraska Military Department (MIL)

Supports other agencies in containment/quarantine activities, traffic control, general security, transportation or other designated functions. A request for military support is outlined in each county's LEOP, Basic Plan, VI, J, 3.

10. Nebraska State Fire Marshal (NSFM)

Provides NIMS compliant Incident Management training to local responders, officials and animal care providers. The training also can address specialized topics such as cleaning and disinfection.

11. Nebraska State Patrol (NSP)

- a. Coordinates with local law enforcement agencies in establishing or assisting with personnel, responders and site security and safety;
- b. Coordinates with local law enforcement on travel into or out of movement control and quarantine zones;
- c. Assists with traffic control;
- d. Provides additional communications support with a mobile communications vehicle; and
- e. Assists in the coordination of transportation of suspected diseased tissue samples to an appropriate diagnostic laboratory.

12. University of Nebraska System (UNS)

The UNS, through its various departments, campuses and affiliations, such as the University of Nebraska-Lincoln (UNL) Extension, provides:

- a. Information regarding animal diseases, biosecurity, and plant/animal health practices;
- b. Technical assistance in the incident planning process; and
- c. Surveillance assistance in the prevention, response and recovery stages.

Various departments, such as the UNL School of Veterinary Medicine and Biomedical Sciences, may assist in animal disease diagnosis and provide laboratory services for analysis or pathology of animal samples. The UNL Veterinary Diagnostic Center (UNL/VDC) is a member of the National Animal Health Laboratory Network (NAHLN) and provides diagnostic support for animal disease diagnosis. The UNL Plant Pathology Department Plant and Pest Diagnostic Clinic and the Department of Entomology are members of the National Plant Diagnostic Network and provide diagnostic services to the State Plant Regulatory Official, for events involving plants or crops. The University of Nebraska Medical Center (UNMC) Nebraska Public Health Laboratory (NPHL) provides testing services on human specimens, when requested, during an event involving food, milk or dairy products.

B. FEDERAL AGENCIES

1. Lead Federal Agency (LFA)

The Lead Federal Agency, generally the USDA, or the FBI in a terrorist incident, may implement the National Response Framework which provides a mechanism for the organization, coordination and mobilization of federal resources to support state and local activities.

2. United States Department of Agriculture

a. The USDA, through its various national, state and local agencies' offices, will provide technical assistance during the planning phase and technical resources during the prevention, response and recovery stages of an incident. USDA will provide laboratory assistance in the identification of livestock and poultry FADs, and plant pests and/or diseases. Upon confirmation of a disease or pest, the USDA Secretary can issue an Emergency Declaration which will initiate an immediate response by other federal agencies and affected jurisdictions. The USDA Farm Service Agency may administer the indemnification process to include the cost of animals and approved costs associated with an incident. Appraisal of animals to be euthanized, as well as other incident-related damages, may be done by USDA.

b. NDA and USDA-APHIS-VS will work collaboratively to determine and issue animal-related quarantines. The USDA will consult with state and local authorities regarding eradication activities. These include but are not limited to treatment or elimination and disposal of exposed or infected animals, cleaning and disinfection, transportation issues, records, public information coordination and required training for those involved in the eradication process.

- c. NDA, in conjunction with USDA-APHIS Plant Protection and Quarantine (PPQ), will determine actions to be taken in the event of an emergency involving plants or crops.

3. United States Food and Drug Administration (FDA)

The FDA, through its various divisions, will provide technical assistance during the planning stage and technical and laboratory support during the prevention, response and recovery phases of a food or dairy incident.

4. Federal Bureau of Investigation

In the event that the emergency is the possible or confirmed result of terrorist activities, the FBI will be the lead agency related to the criminal investigation. The LEOP, Annex H, Appendix 1, Terrorism, details the role of the FBI, and its relationships with the affected jurisdictions.

5. Department of Defense (DOD)

The DOD has units trained and organized to respond to weapons of mass destruction/terrorists attacks. In such an event, the DOD may direct special operations in support of civil authorities in combating terrorism.

- C. LOCAL/COUNTY AGENCIES

1. Local officials, elected and appointed, will be actively involved and local resources will be used in a response, following the guidelines and framework provided in this LEOP. Any or all local agencies may be involved and will, in general, assume their normal roles as defined in this Plan.

Counties are expected to provide the following support:

- a. Provide assistance in identifying and locating livestock and poultry throughout the county;
- b. Identify, operate and manage locations to temporarily house and care for livestock or poultry held in the county during a movement control situation;
- c. Assist with cleaning and disinfection;
- d. Provide traffic control support; and
- e. Assist with local logistics.

The following agencies or entities may provide additional support during an agricultural emergency. The county role in a FAD or plant disease/pest incident will be a supporting role. The state, through NDA and in coordination with USDA, will provide incident command and will serve as liaison with other state and federal agencies to coordinate support.

2. Scotts Bluff and Banner County Commissioners

- a. Maintain direction and control of governmental activities;
- b. Declare a county emergency through the normal process described in the LEOP; and
- c. Provide local resources within their capability.

3. Scotts Bluff and Banner County Clerks/Treasurers

- a. Coordinates the documentation of all disaster related expenses such as personnel time, overtime, equipment usage, in-kind or stocked materials, etc.; and
- b. Follows accepted accounting procedures. Each county or local agency will document its own disaster related expenses and make the data available as requested.

4. Scotts Bluff and Banner County Sheriff's Offices

- a. Receives an early alert of an agricultural emergency from the County Emergency Manager when the situation warrants;
- b. At the time of a FAD event, the Sheriff will become a member of the Scotts Bluff or Banner County Unified Command structure for the event and assume the command position for local law enforcement functions;
- c. Provides the initial incident security to personnel and the quarantine zone;
- d. Provides communications support;
- e. Coordinates local law enforcement response with support from the Nebraska State Patrol; and
- f. Assumes other roles and responsibilities during a disaster which are outlined in other parts of this LEOP.

5. Region 22 Emergency Management

- a. Receives an early alert of an agricultural emergency, such as a suspected FAD, from NEMA or NDA should the conditions warrant;
- b. Activates the county Emergency Operations Center to support state or local response;
- c. Coordinates logistics and requests for additional support; and
- d. Communicates with the chief elected officials and NEMA, advising them of local conditions and activities.

6. Scotts Bluff and Banner County Roads Departments

- a. Assists with traffic control in and around any quarantine or movement control areas;
- b. Supports law enforcement agencies in identifying the sustainability of roads and bridges necessary for re-routing traffic from the quarantine or movement control areas; and
- c. Provides excavation and transportation equipment and operators to move soil, carcasses or debris as directed.

Their activities will be coordinated through the County EOC.

7. Scotts Bluff County Mutual Aid Association – Fire Service/EMS

- a. Provides assistance with cleaning and disinfection, hazardous material and fire protection as required by NDA and/or USDA; and
- b. Provides EMS services as needed.

Mutual aid requests will follow normal processes as described in Annex F of the LEOP.

8. Scotts Bluff County Health Department
Panhandle Public Health District (representing Banner County)
Regional West Medical Center & Kimball Hospital

- a. Supports the Nebraska Department of Health and Human Services and Voluntary Organizations Active in Disaster (VOAD) in providing overall leadership, coordination, assessment and technical assistance for public health needs in the event of a disaster or emergency;

- b. Provides assistance and epidemiology services in dealing with zoonotic (transmitted from animals to humans) diseases; and
- c. Performs other functions as described in Annex G of the LEOP.

D. OTHER AGENCIES and ORGANIZATIONS

1. Livestock Concentration Points

Livestock concentration points include all livestock operations, auction markets, slaughter operations and private and commercial feedlots. These operations, in sizes from one animal to thousands, should develop livestock biosecurity plans which will be implemented during an emergency.

2. Volunteer Organizations Active in Disaster

Various volunteer agencies coordinate the provision of food and temporary shelter on site, especially when an area is quarantined. See NEMA's Emergency Manager's Handbook for a list of participating agencies.

3. Associations (Trade, Professional, Marketing)

Industry and professional associations, from international to local affiliates, are invaluable resources, providing membership lists, lists of resources such as equipment, stock holding locations, trained stock handling personnel, information about security and other technology that may impact planning, response, recovery and mitigation.

VI. ADMINISTRATION and LOGISTICS

A. ADMINISTRATION

A record of the costs and expenses incurred in the direct support of an emergency or disaster situation will be maintained by each jurisdiction and agency in the event reimbursement of claims is made available by state and federal agencies.

B. EXERCISES

All agencies with responsibilities outlined in this Appendix will provide annual training in regard to livestock and poultry emergencies. An orientation and/or tabletop exercise should be conducted annually to ensure adequate response to a threatened or actual outbreak of disease in a non-human population. The objectives for these exercises should be based on the policies and procedures identified in this Plan.

C. PLAN MAINTENANCE

The Region 22 Emergency Management Director, with the assistance of a member of the LEDRS Veterinarian Corps, shall annually review this Plan and update the information based on input from the Plan’s participating agencies.

LIST of ATTACHMENTS

<u>Attachment#</u>	<u>Item</u>	<u>Page</u>
1	Animal Disease Initial Response Plan/Chart	G - 47
2	Potential Animal Holding Areas	G - 55

FOREIGN ANIMAL DISEASE (FAD) INITIAL RESPONSE PLAN

This is a summary of the planned activities from the Emergency Support Function (ESF) #11 Annex of the State Emergency Operations Plan. This portion reflects only those activities at FAD Incident Severity Level 5: "A FAD is suspected or confirmed in Nebraska".

A FAD causing a Level 5 severity level is a highly contagious and/or economically significant foreign animal disease posing a serious threat to Nebraska's livestock or poultry industries, as determined by the State Veterinarian.

Many of the activities listed will happen simultaneously, although they are listed here sequentially.

An Agricultural Emergency Response to a FAD begins when a FAD is suspected.

A commercial producer or processor will most often notify a local veterinarian when unusual conditions or signs are recognized in a herd/flock. The local veterinarian will make an initial assessment. If a non-FAD condition is identified, normal animal health care practices are initiated. In some cases a National Animal Health Laboratory Network Laboratory (NAHLN), such as the University of Nebraska-Lincoln's (UNL) Veterinary Diagnostic Center (VDC) may receive samples that suggest the presence of a FAD.

If signs in the herd, flock or sample lead to the suspicion of a FAD, the following steps will be initiated:

I. STATUS INVESTIGATION

- A. Either a NAHLN Laboratory analyzes an unusual or suspicious sample; or a local veterinarian, animal health technician or extension specialist, has been called to examine the animals in the flock or herd; and through the initial examination one of these professionals identifies a Nebraska Reportable Condition or otherwise suspects a FAD and will do the following:
 1. Contact the State Veterinarian at the Nebraska Department of Agriculture (NDA) 402-471-2351 or the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS), Area Veterinarian in Charge (AVIC) 402-434-2300. In some cases the initial call will be to the closest NDA field veterinarian or animal health technician.
 2. NDA will advise the professional at the farm, or the producer directly on immediate herd health actions.
- B. The State veterinarian and the AVIC will decide if the circumstances warrant the deployment of a Foreign Animal Disease Diagnostician (FADD) to site where the sample was taken or where the suspect animals were examined.

C. The FADD, if deployed:

1. Will travel to the site and conduct an investigation. The investigation will include preliminary epidemiological data gathering, examination of the suspect animals, taking samples, and submitting samples for laboratory confirmation according to protocol for the suspected disease.
2. Will report activities and situation to the State Veterinarian and the AVIC.
3. Will become the initial Site Incident Commander.
4. May implement local quarantine if necessary.
5. May request voluntary travel restrictions of individuals in incident area.
6. May request support from local emergency management (e.g., locating nearby animals, quarantine enforcement support, and cleaning, and disinfection support if necessary).

D. NDA, if the FADD identifies a “high suspicion” of a FAD:

1. Notifies the Nebraska Emergency Management Agency (NEMA), and NEMA:
 - a. May assist in transporting samples to diagnostic laboratory.
 - b. May activate the State Emergency Operations Center (SEOC) and implement ESF #11.
 - c. Notifies the local Emergency Manager in the affected jurisdiction.
 - d. Notifies the Nebraska State Patrol, which:
 - i. May assist in transportation of samples to diagnostic laboratory.
 - ii. May assist with local quarantine support.
2. Notifies Governor’s Office.
3. Coordinates incident site security, access control points and decontamination if local resources are unable to provide from local or mutual aid resources.
4. Notifies the Livestock Emergency Disease Response System (LEDRS) Veterinary Corps.
5. Activates NDA Command Center.

E. USDA:

1. Performs diagnostic testing and disease confirmation.
2. Informs FADD, State Veterinarian and AVIC of test results.

II. DIAGNOSTIC RESULTS

A. If results are negative for a FAD

1. FADD informs local producer, processor and veterinarian routine and ordinary veterinary procedures implemented.
2. NDA notifies the Governor's Office and NEMA, who in turn notifies the local Emergency Manager.
3. Incident response is curtailed.
4. Local agency maintains activity log and tracks expenses.

B. If results indicate a presumptive positive or confirmed positive for a highly contagious or economically significant FAD, the following events will occur:

1. For a confirmed positive USDA will:
 - a. Notify the FADD, NDA, State Veterinarian and AVIC.
 - b. Notify all State Veterinarians and all federal AVICs.
 - c. Activate the National Animal Health Emergency Management System.
 - d. Declare an "Emergency" or "Extraordinary Emergency"; if necessary and evaluates the need for Presidential Declaration.
 - e. Provide technical advice, supplies and personnel to support NDA.
2. For a presumptive positive, most likely identified by a NAHLN laboratory (i.e., UNL/VDC), the laboratory will:
 - a. Notify NDA and the State Veterinarian.
 - b. Submit the sample to the appropriate USDA Foreign Animal Disease Diagnostic Laboratory (FADDL) for confirmatory analysis.

3. In either of the above cases, presumptive or confirmed FAD in Nebraska:
 - a. NDA will:
 - i. Notify the Governor's Office and NEMA.
 - ii. Send a representative to the SEOC to serve as the Emergency Support Function (ESF) #11 Coordinator.
 - iii. Establish quarantine zones.
 - iv. Issue "Stop (Animal) Movement Orders" (an embargo or import order to restrict animal transport either intra or interstate).
 - v. Activate LEDRS.
 - vi. Confer with State Veterinarians in surrounding states.
 - b. NEMA will:
 - i. Activate the SEOC and ESF-11, if not already activated.
 - ii. Establish an appropriate Incident Command structure.
 - iii. Notify additional agencies for support.
 - iv. Advise the Governor's Office for the need for a State Emergency Proclamation, and to request a Presidential Declaration.
 - v. Coordinates with local emergency manager, gathers information for analysis by NDA.
 - vi. Coordinate with other local, state, federal agencies.
 - vii. Establish a Joint Information Center (JIC), if not already activated.
 - c. The Governor will:
 - i. Notify governors of surrounding states.
 - ii. Issue disaster proclamations.
 - iii. Consider the need for issuing a "Stop (People) Movement Order" (an embargo or import order).
 - iv. Monitor and assign state resources for import/export restrictions.

III. LOCAL JURISDICTIONS

A. County with “High Suspicion” FAD – Local Emergency Manager

1. Is notified by NEMA.
2. May open the emergency operations center (EOC).
3. Reviews and readies to implement FAD section of the local emergency operations plan (LEOP) and Agricultural Monographs from NDA.
4. Notifies local resources, such as local law enforcement.
5. Establishes site security.
6. Establishes access control points.
7. May establish cleaning, disinfecting and decontamination stations for vehicles and personnel; is advised by NDA and the Nebraska Department of Environment and Energy (NDEE).
8. Prepares to support the identification and location of susceptible species throughout the county.
9. May notify the Chief Local Elected Officials and request a County Declaration.
10. Maintains activity log and tracks expenses.

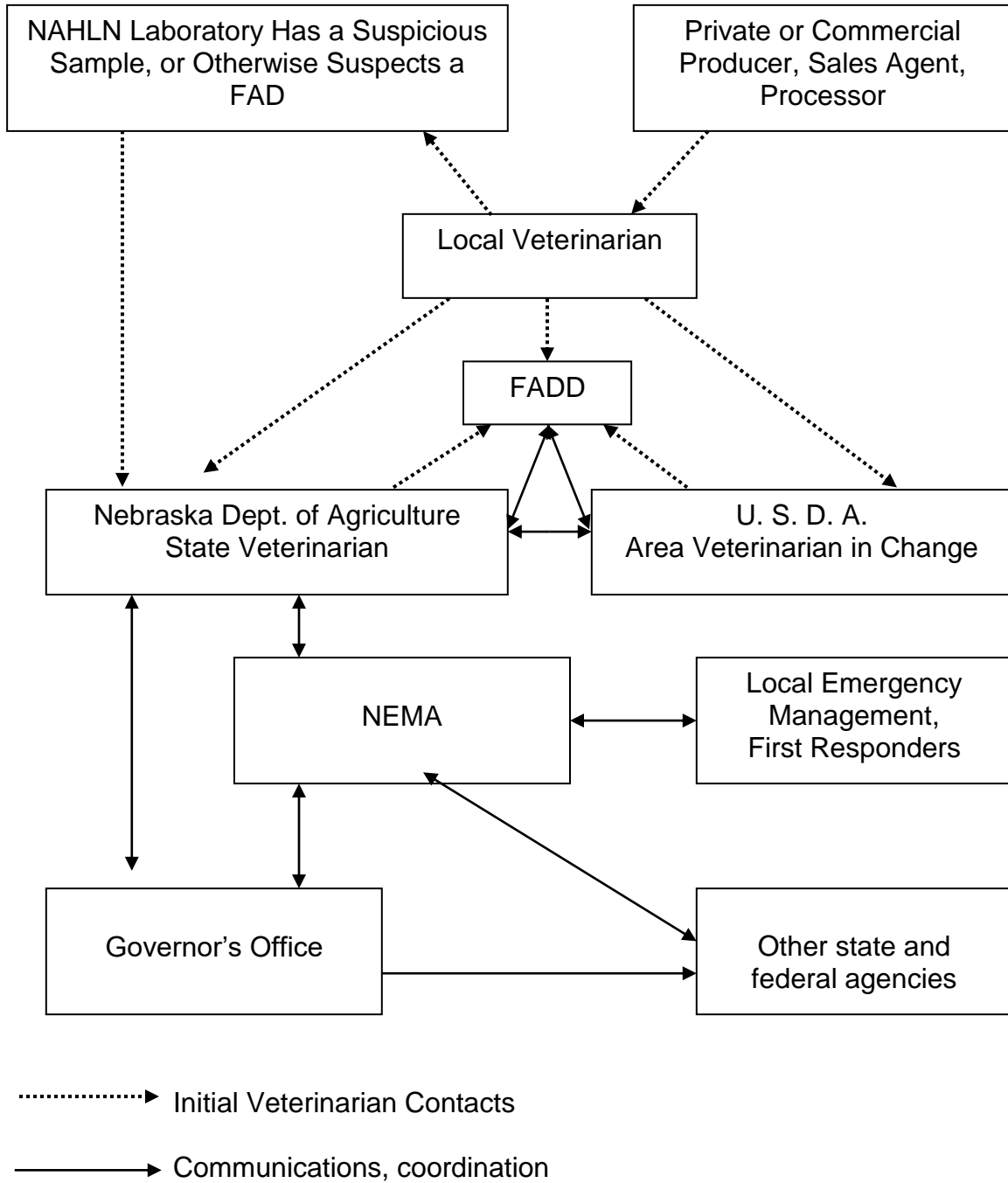
B. County with “Confirmed FAD” – Local Emergency Manager

1. Activates EOC, reviews and implements LEOP and the appropriate Agricultural Monographs from NDA.
2. Activate county temporary animal housing locations.
3. Prepares to support the identification and location of susceptible species throughout the county.
4. Notifies Chief Elected Officials and asks for County Declaration.
5. Informs producers/processors through local network of University Extension agents.
6. Coordinates with Voluntary Organizations Active In Disasters (VOAD) in support of mass care.

7. May request mutual aid from other counties.
 8. Maintains activity log and tracks expenses.
 9. Facilitates Law Enforcement and Fire Service to assist in quarantine, traffic control, cleaning and disinfection, and restricting access in/out of the area.
 10. Confers with Nebraska State Patrol.
- C. All Counties affected by a “Stop Movement Order” – (an embargo or import order) will:
1. Activate the county LEOP and appropriate NDA monographs.
 2. May activate EOC.
 3. Maintains activity log and tracks expenses.
 4. Informs producers/processors through local network of University Extension agents.
 5. Activate the county temporary animal holding areas.
 6. Coordinate with local law enforcement regarding where animals are being held in the county.
 7. Confers with Nebraska State Patrol.
 8. Confirms with NEMA that “Stop (Animal) Order” is in effect.

AGRICULTURAL DISEASE INITIAL RESPONSE PLAN/CHART

Initial Phase: Suspected or Confirmed Contagious Animal Disease



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POTENTIAL ANIMAL HOLDING AREAS

These areas have not been officially identified in Scotts Bluff County. At the time, decisions would be made with the advice of the Nebraska Department of Environment and Energy, Nebraska Department of Agriculture, and the University of Nebraska Cooperative Extension Office at the Panhandle Station. Area veterinarians and local officials would also assist in the decision making process.

Scotts Bluff County has several major confined feeding operations, 1 large livestock auction site, a county fairgrounds, and numerous privately-owned feedlots throughout the county. NDEQ inspects and licenses all major feedlots. Location information may be available from them.

Scotts Bluff County Building and Zoning also has a list of all major feedlots (1,000 head or over).

Portable holding pens & portable chutes may be set up at the location of the incident

Inspection Veterinary: Dr. Arden Wohlers – Extension Veterinarian, University of Nebraska
Business #: 308-632-1480 Home#: 308-632-6496 Cell: 308-641-7144

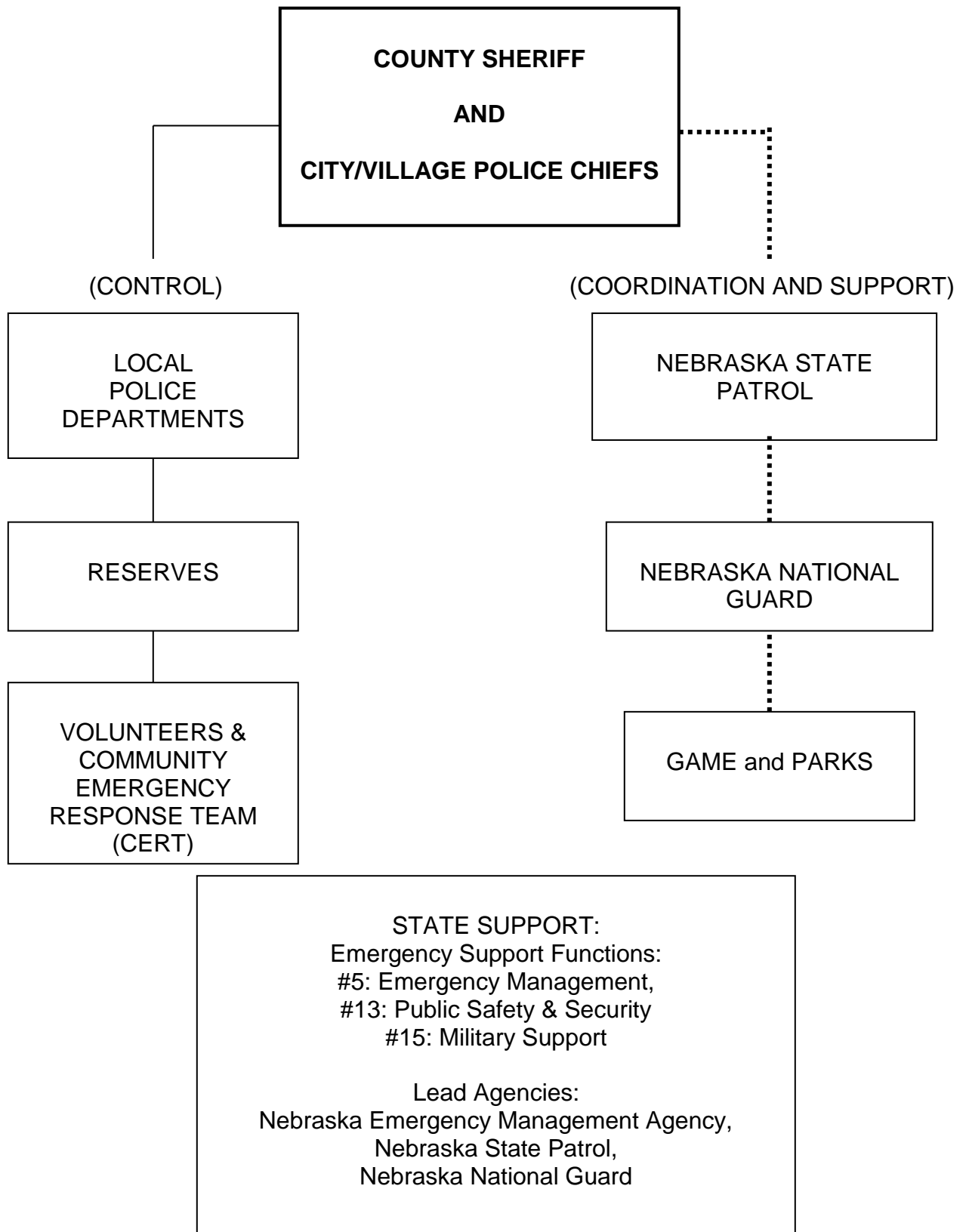
** Additional resources listed in Annex L, Attachment 2

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LAW ENFORCEMENT



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2020

LAW ENFORCEMENT

I. PURPOSE

This Annex assigns responsibilities and provides coordination guidelines between the law enforcement agencies operating during disasters to ensure the safety of all citizens in SCOTTS BLUFF County, to maintain law and order, protect public and private property, and provide protection for essential industries, supplies, and facilities.

II. SITUATION

During disasters, law enforcement agencies will need to expand their normal operations to provide increased control, protection, and security. Mutual aid, state and federal law enforcement agencies may be available to support local law enforcement. There are eight (8) law enforcement agencies in the county (Attachment 1).

During threats or incidents of terrorism, the roles and responsibilities of the law enforcement agencies are detailed in the Terrorism Appendix 1 of this annex.

III. ASSUMPTIONS and PLANNING FACTORS

Local law enforcement activities will increase significantly during disaster operations. Additional law enforcement resources and services may be available through existing law enforcement agency mutual aid agreements. If local capabilities are overwhelmed, outside support may be obtained from state and federal law enforcement agencies. Areas that may require support are:

- A. Traffic and crowd control,
- B. Evacuation,
- C. Search and rescue operations,
- D. Security,
- E. Acts of terrorism or other federal crimes,
- F. Civil disobedience,

IV. ORGANIZATION and RESPONSIBILITIES

The SCOTT'S BLUFF County Sheriff and city/village police departments are responsible for law enforcement within their respective jurisdictions. Troopers from the Nebraska State Patrol are available to support local law enforcement requirements. Nebraska National Guard units are available to provide support subsequent to a Governor's Disaster Proclamation. Jurisdictional law enforcement responsibilities are:

A. City/Village Police Departments

1. Maintain law enforcement in their jurisdictions.
2. Participate in evacuation procedures and special contingency planning.
3. Maintain records of disaster related costs.

B. County Sheriff

1. Directs the Scotts Bluff County Sheriff's Office.
2. Coordinates search operations in rural areas.
3. Establishes mutual aid agreements with adjacent jurisdictions.
4. Coordinates evacuation procedures and special contingency planning with local law enforcement.
5. Maintains records of disaster related costs.

C. Nebraska State Patrol

1. Performs law enforcement activities within the county in accordance with responsibilities assigned by State Statutes.
2. Participates in evacuation procedures and special contingency planning.
3. Maintains records of disaster related costs.
4. Coordinates Nebraska State Patrol operations with the county. The State Patrol may set up its Mobile Command Post, if needed.

D. Game and Parks provides law enforcement in state parks and recreation areas and may assist county law enforcement agencies.

E. Other Support:

1. Reserve/Auxiliary Training: The Scotts Bluff County Sheriff has one reserve law enforcement personnel who is qualified and can be used.
2. Volunteers: if utilized, will assist law enforcement personnel as directed.
3. Nebraska National Guard: Under disaster emergency conditions proclaimed by the Governor, the National Guard assistance may be requested through the Nebraska Emergency Management Agency. Mission support provided to law enforcement includes:
 - a. Security of disaster area.
 - b. Search and rescue operations.
 - c. Assisting the county law enforcement resources during evacuation activities.
 - d. Providing transportation and communications resources.
 - e. Traffic management, including roadblocks.
 - f. Providing aerial reconnaissance of disaster areas.
 - g. Assisting with crowd control and riots.
 - h. Providing support during acts of terrorism.

V. CONCEPT of OPERATIONS

A. General

Emergency law enforcement operations will be an expansion of normal operations and responsibilities. Each law enforcement agency is responsible for providing law enforcement for its jurisdiction. Upon request, they may assist in similar functions outside their jurisdictional area.

B. Coordination

1. In an event involving a number of individual law enforcement agencies, it will be the responsibility of each agency chief to ensure that effective coordination and cooperation between agencies is accomplished.
2. If the Emergency Operations Center (EOC) is activated, the affected jurisdiction's law enforcement chief will have the responsibility of advising and making recommendations to the Executive Group.

C. Warning

Law enforcement personnel may support warning procedures by using emergency vehicles with sirens and public address systems to ensure notification of all residents in an affected area.

D. Traffic and Crowd Control

Law enforcement agencies have the major responsibility of providing traffic and crowd control to ensure a safe and orderly evacuation of the disaster area.

1. Law enforcement units will be located at traffic control points on streets and roads designated as evacuation routes.
2. Where possible, evacuation routes will be confined to all-weather roads to provide easy accessibility and minimize the possible effects of inclement weather on evacuation operations.
3. Emergency routes will be designated as necessary. The law enforcement chief or the Executive Group will issue directives banning parking on emergency routes.
4. The law enforcement PIO, in coordination with the EM and PIO, will release evacuation information and instructions on a scheduled and timely basis.
5. Spontaneous evacuation from the hazard area can be anticipated prior to an order for evacuation.

E. Security and Access Control

Individual jurisdictions will maintain regular security protection. Law enforcement personnel will establish and enforce policies and procedures for movement in restricted disaster areas.

1. Security

- a. Security will be provided by the law enforcement agency having primary jurisdiction.
- b. A security guard may be posted to prohibit unauthorized personnel from entering the EOC.
- c. The Chief Executive may declare a curfew.

- d. Law enforcement personnel will provide security for emergency response forces during disaster operations and establish a secure cordon around the disaster site(s).

2. Access Control

- a. Members of the EOC Staff will coordinate emergency worker identification requirements with law enforcement officials.
- b. Access Control Points will be used to manage access to the disaster area.
- c. Other than immediate response emergency personnel, entry into a disaster area will be controlled by a pass system.
- d. If a segment of the population is evacuated, control points will be established on routes providing access to the evacuated area. Operational responsibility will be coordinated among the various law enforcement agencies.

3. Passes and Identification

- a. The Region 22 Emergency Management Director will provide local government emergency response identification cards/passes. Possession of this card permits full-time entry into restricted disaster areas.
- b. The Emergency Management Director will determine the need and issue volunteers identification cards/passes.
- c. Most Scotts Bluff County, City, and Village employees are issued permanent identification cards by Region 22 Emergency Management. Possession of this card will permit access to restricted areas within the county or city.
- d. Local government personnel not issued permanent identification cards will be issued the cards on a temporary, as-needed basis by the appropriate law enforcement agency in coordination with the Region 22 Emergency Management Director.
- e. Media personnel within the county are provided with identification cards by their individual agencies. Except for unusual circumstances, these identification cards will be recognized for entry into restricted areas.

F. Search Coordination

Law enforcement officials are responsible for the coordination of search efforts involving:

1. Lost or missing persons,
2. Fugitives,
3. Bomb threats.

G. Extended Disaster Operations

1. All law enforcement personnel in the county may go on full time status with 12-hour shifts to maintain a 24-hour capability. An exception will be individuals who are considered by the Executive Group to be key personnel in other areas.
2. Mutual aid information may be coordinated through the Region 22 EOC by the law enforcement chiefs.

H. Damage Assessment

Law enforcement agencies will support damage assessment by providing an initial definition of the disaster area. They will maintain security of all the damaged areas and the essential facilities. This may include cordoning the disaster site.

I. Radioactive Materials Incident/Accident

Each law enforcement chief should select personnel to be trained in both radiological monitoring equipment operation and agency emergency response procedures.

J. Hazardous Materials Incident

In the event of a hazardous materials incident, law enforcement personnel will:

1. Approach cautiously from upwind, uphill or upstream.
2. Stay clear of Vapor, Fumes, Smoke and Spills;
2. Keep a safe distance from the scene;
3. Isolate the area protecting themselves and others;

4. Identify hazards the hazards using placards, container labels, shipping documents or people on scene;
5. Assess situation;
6. Obtain help by calling for assistance from qualified personnel.
7. Respond to their level of training and capability.

K. Prisoners

1. On a day-to-day basis, the jail population of the county is transported to and confined in Gering, Nebraska. The facility has the capability to house 186 prisoners. If a need arose to temporarily control a group of riotous or rowdy persons exceeding the capacity of the jail facility, the County Sheriff would be responsible for selecting a temporary control area.
2. The protection or evacuation of the prisoner population is the responsibility of the jurisdiction. If prisoners need to be re-located, they will be moved to other correctional facilities in the area.
3. Transportation requirements will be coordinated through the Scotts Bluff County Detention Center Administrative Support Coordinator. Transport Security vehicles will normally be used.

L. Animal Control/Pet Disaster Planning

1. Local law enforcement will work with the Panhandle Humane Society, a local veterinary clinic or local animal care volunteers to assist the evacuation, sheltering, care of sick and injured and the final disposition of loose domestic, zoo, pet store, school and kenneled animals when owners cannot be contacted. Nebraska Game and Parks will be contacted for guidance on the handling or disposal of displaced or injured wild animals.
2. During sheltering situations, Red Cross disaster shelters do not accept pets because of the state's health and safety regulations. Service animals, such as guide dogs or trained companion animals that assist people with disabilities, are the only animals allowed in Red Cross shelters. See Annex E, Attachment 1 for animal owners' responsibilities.

VI. ADMINISTRATION and LOGISTICS

A. Plan Maintenance

The Region 22 Emergency Management Director, in coordination with law enforcement, is responsible for annual review and update of this Annex.

VII. TRAINING and EXERCISING

A. Training

The training program will be consistent with the Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising

1. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).
2. Law enforcement personnel will participate in exercises designed to examine the feasibility of this County Local Emergency Operating Plan.

LIST OF ATTACHMENTS

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 <u>Appendix</u>		
1	Terrorism	H-13

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SCOTTS BLUFF COUNTY LAW ENFORCEMENT RESOURCES

SCOTTS BLUFF COUNTY LEOP

RESOURCES	SHERIFF DEPT	NEBRASKA STATE PATROL	SCB POLICE DEPT.	GERING POLICE DEPT.	LYMAN POLICE DEPT.	MINATARE POLICE DEPT.	MITCHELL POLICE DEPT.	MORRILL POLICE DEPT.	GAME & PARKS
Sheriff	1								
Deputies	1 Chf Dp 16 FT 3 PT								
Police Chief		1 CPT	1	1		1	1	1	
Assistant Chief		2 LTs	2CPTs	1 CPT			1 SGT	1 SGT	
Officers		5 SGTs	29 FT	15 FT	4 PT	2PT	2 FT 4 PT	4 PT	5
Troopers		15							
Reserves	1								
SPECIAL TEAMS	SBCO SWAT	BRAVO (TROOP D/E SWAT – 16, TROOP E – 6), HazMat – 2 Sgts, NHIT - 1	SBCO SWAT, EOD, HOSTAGE	K9 Unit HOSTAGE SBCO SWAT					
RADIOLOGICAL EQUIPMENT	Y	Y	Y	Y	N	N	Y	Y	N
Total	22	23	32	17	4	6	5	5	5
Vehicles with radios	19	27	22	15	1	3	2	2	5+*
Mobile Command Vehicle	Region 22 Mobile Cmd								

*Game and Parks has Heavy Duty Equipment

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TERRORISM

I. PURPOSE

A. Introduction:

1. In February 2003, the White House issued Homeland Security Presidential Directive 5 (HSPD-5), "Management of Domestic Incidents," to enhance the ability to manage domestic incidents by establishing a single, comprehensive national incident management system.
2. In March 2011, the White House issued Presidential Policy Directive 8 (PPD-8), "National Preparedness," to strengthen the security and resilience of the United States through systematic preparation for the threats that pose the greatest risk to the security of the Nation, including acts of terrorism, cyber-attacks, pandemics, and catastrophic natural disasters by requiring a national preparedness goal that identifies the core capabilities necessary for preparedness and a national preparedness system to guide activities that will enable the Nation to achieve the goal.
3. Terrorism, as defined by the Federal Bureau of Investigation is the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives. An act of terrorism incorporates all four of these elements.

B. Purpose of This Appendix:

1. To provide guidelines for assessing threats and reducing a community's vulnerability to terrorism.
2. To assist in developing a comprehensive and integrated plan for local governments to work in cooperation with state and federal agencies in responding to and managing the "crisis" of terrorism, including the use of nuclear, biological, chemical, and other weapons of mass destruction (WMD).
3. To provide guidance in coordinating "consequence" recovery activities in the community after a terrorist incident.

II. SITUATION

A. Scope of This Appendix:

1. This Appendix applies to all threats or acts of terrorism within the county and to the departments/agencies that may be required to respond to a threat or act of terrorism.
2. This Appendix builds upon concepts already addressed in this Local Emergency Operations Plan (LEOP) to respond to and recover from a broad spectrum of hazards, but it will also address unique actions necessary to respond to a terrorist act.
 - a. On the local level, initial response will be by local authorities, using an Incident Management System in accordance with HSPD-5.
 - b. When the incident is identified as a terrorist act or there is a credible threat, the State may request Federal assistance in accordance with PPD-8.

B. Conditions:

1. Concern or an actual threat of terrorism may prompt precautionary measures. A credible threat scenario will initiate a threat assessment led by the Federal Bureau of Investigation.
2. Significant threat or act of terrorism will cause a response as described in this Appendix.

III. ASSUMPTIONS and PLANNING FACTORS

- A. All communities are vulnerable to acts of terrorism from local, national or international sources.
- B. Terrorist events may occur in a single area or simultaneous in multiple geographic areas and may result in immediate mass casualties such as an explosion or delayed casualties as in bio chemical incidents.
- C. Terrorist events may occur with little or no warning and involve one or more tactics to include WMD, bombing, hostage taking, etc.
- D. The fact that an emergency was a result of a terrorist act may not be determined until days, weeks, or months after the event has occurred.
- E. The local Emergency Management organization is based on a broad, functionally oriented, multi-hazard approach to disasters that can be quickly and effectively integrated with all levels of government.

- F. No single agency at the local, state, federal, or private level possesses the expertise to act unilaterally in response to threats/acts of terrorism, particularly if weapons of mass destruction are involved.
- G. Terrorism against a large population may overwhelm local and state government almost immediately; major events involving WMD may overwhelm federal capabilities as well.
- H. If protective capabilities are not available, responders cannot be required to put their own lives at risk in order to enter a perimeter contaminated with nuclear, biological, or chemical (NBC) material. The perimeter may be closed until the effects of the NBC materials have degraded to safe levels.

IV. CONCEPT of OPERATIONS

A. Hazardous Analysis:

Emergency Management, in coordination with law enforcement and other appropriate agencies, should conduct a Hazards Analysis to identify facilities/individuals, essential services, and activities that might be at risk from terrorism.

B. Initial Response To Terrorism:

1. When the incident is suspected to be or is identified as a result of a terrorist act, the following agencies will be notified:
 - a. Federal Bureau of Investigation,
 - b. Nebraska State Patrol, and the
 - c. Nebraska Emergency Management Agency.
2. All responding and cooperating agencies will use the NIMS.
3. The local Emergency Management organization will provide the framework for local resource coordination and deployment to support the Incident Command. The EM will also be responsible for coordinating recovery efforts from a terrorist incident.

C. Site Assessment:

1. The site assessment of the threat and risks will determine protective actions for the responders and the public.
2. Personal protective equipment recommendations are based on risk.

3. The IC will determine if evacuation or in-place sheltering is needed.
4. The area must be immediately evacuated when a secondary device is suspected or discovered.
5. Security and access control measures in and around the disaster site will be implemented immediately by first responders to ensure public and responder safety as well as facilitate response and recovery initiatives.
6. Local law enforcement will immediately begin working with all responders to maximize the preservation of the crime scene.

D. Beyond Local Capability:

Response to a terrorist event will involve multiple jurisdictions and levels of government. As state and federal resources arrive, response and recovery operations will be structured to include federal, state and local representation per NIMS.

E. Command Structure:

The Unified Command (UC) will incorporate multi-levels of response similar to the Incident Management System already functioning at the local level. To effectively address the situation, members of UC are jointly responsible for the development of objectives, priorities, and operational strategy (Incident Action Plan).

F. Unified Command:

1. All agencies responding to the emergency in the field report to one Unified Command Post and follow one Incident Action Plan (IAP).
2. Factors determining agencies responding will be:
 - a. The terrorist tactics employed,
 - b. The challenges presented by the scope and nature of the incident,
 - c. The target group involved,
 - d. The response and recovery capabilities of the affected community.
3. The Operations Section Chief, designated by the Unified Commander, will be responsible for the implementation of the Incident Action Plan. The Operations Section Chief qualifications include a variety of factors such as:

- a. An understanding/experience of NIMS procedures in multi-agency responses,
 - b. Existing statutory authority,
 - c. Which agency has the most involvement for that operational period,
 - d. The amount of resources involved, and
 - e. Mutual knowledge of the individual's qualifications.
4. As the terrorism event unfolds, local Emergency Management and the Nebraska Emergency Management Agency will each conduct operations at their respective Emergency Operations Centers with coordination between local and state agencies maintained as in any other disaster.
 5. The FBI may request local representation at the Joint Operations Center.

G. Joint Field Office:

The FBI Field Office responsible for the incident site can modify its Command Post to function as a Joint Operations Center (JOC). The JOC may be integrated into the Joint Field Office established by federal agencies during large-scale incidents. Selected local, state, and federal Consequence Management agencies may be requested to serve in the four areas at the JOC:

1. Command Group (multi-agency),
2. Operations Group (from NRP Nov. 2004),
3. Operations Support Group (media – public information functions),
4. Consequence Management Group (liaisons).

H. Technical Support

1. After notification to federal authorities of a suspected, threatened, or actual terrorist incident, both the FBI and FEMA can request federal agencies to support operations. These agencies/teams will provide specialists with technical expertise to deal with a full range of terrorist tactics to include nuclear, biological, and chemical incidents.
 - a. The FBI may deploy a Domestic Emergency Support Team (DEST) to provide expert advice/assistance to the on-scene commander in the event of a major terrorism event.

- b. DHS/FEMA from the Regional Response Coordination Center can activate an Emergency Response Team – Advance Element to the scene, and/or request response of federal agencies that have been assigned duties under the functions of the National Response Plan.
 2. Local and state specialized teams (i.e., hazardous materials, crime narcotics, gang, hostage, etc.) who have skills and equipment to support these operations will assist federal teams, as directed.
- I. Preserving The Crime Scene:
 1. Because of the nature of terrorist acts involving a variety of tactics, law enforcement personnel will work with other responders to:
 - a. Preserve the crime scene while developing strategies to protect response personnel,
 - b. Carry out life-saving actions,
 - c. Implement necessary protective actions,
 - d. Define and contain the hazard.
 2. First responders become potential witnesses, investigators, and sources of intelligence in support of the crime scene investigation. Training should emphasize that all incidents are a potential crime scene that may provide evidence in determining the cause of the event and in identifying the responsible parties. First responders should review and modify their response procedures to preserve the crime scene without compromising functional responsibilities, standards of service or safety.
- J. Accessibility Policies:
 1. Once the life-saving activities and the investigation of the crime scene are completed and the area is considered safe, the area will be made accessible to damage assessment teams, restoration teams, property owners, insurance adjusters, media, etc. However, access to the area may still be limited depending on the extent of damage sustained, general conditions of the area and who has requested access.
 2. The appropriate local, state, and federal officials will develop the site accessibility and re-entry policies. Policies will define:
 - a. Who has access to the damaged areas,
 - b. Any time restrictions regarding access,
 - c. Whether escorts are necessary, and

- d. What protective equipment is required to enter the area.
3. Identification and accountability systems are developed for emergency workers, media, property owners, insurance adjusters, etc. utilizing a system of passes, colored badges, name tags, arm bands, etc. Security personnel are responsible for enforcing these policies and procedures.
4. On site potential hazards or risks are identified and cordoned with the appropriate isolation and warning devices.

V. RESPONSIBILITIES

A. Procedures that are unique in responding to a terrorist act include:

1. Law Enforcement, lead by the FBI, is responsible for the definition of the perimeter, control of access to the area, investigation of the crime and the collection of physical evidence.
2. Fire Service is responsible for fire suppression, search and rescue and hazardous materials response to the level of their training and equipment. See Annex F.
3. Emergency Medical is responsible for triage, treatment and transport of victims. See Annex G.
4. Public Works is responsible for debris removal, utilities, and to aid in traffic management. See Annex K.
5. Emergency Management is responsible for coordinating public information, damage assessment, sheltering, volunteer coordination, human services, and resource management.

B. Events of national scale will involve the additional agencies or offices and may request support or intelligence from local responders:

1. The U.S. Attorney General has the lead responsibility for criminal investigations of terrorist acts or threats by individuals or groups, as well as for coordinating activities of the other law enforcement agencies to detect, prevent, pre-empt and disrupt terrorist attacks against the United States. This includes actions based on specific intelligence or law enforcement information.
2. The Secretary of Defense may authorize Defense Support of Civil Authorities for domestic incidents as directed by the President or when consistent with military readiness operations and appropriate under the

circumstances of law. Command of such military forces will remain with the Secretary of Defense.

3. The Secretary of State coordinates international preparedness, response and recovery activities relating to domestic incidents and the protection of U. S. citizens and U.S. interests overseas.
4. The Director of National Intelligence serves as the President's principal intelligence advisor and oversees and directs the implementation of the National Intelligence program.
5. Various Federal departments or agencies may play primary, coordinating and/or support roles based on their authorities and resources and the nature of the threat or incident.

VI. ADMINISTRATION and LOGISTICS

A. Records:

All agencies will maintain records of their expenses incurred in response and recovery activities to a terrorism event.

B. Training:

Emergency Management training for response and recovery to terrorism is available to jurisdictions by contacting the Training Office at the Nebraska Emergency Management Agency in Lincoln.

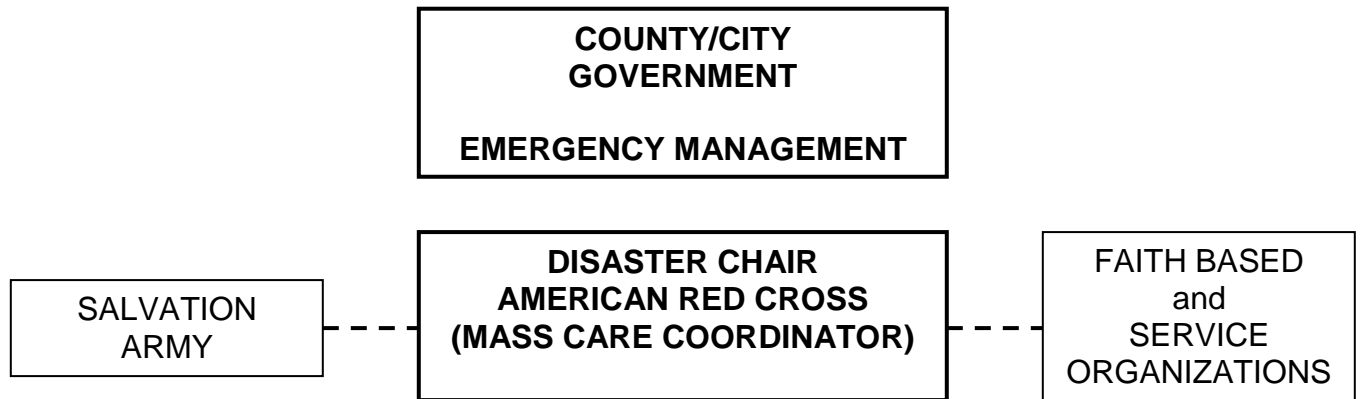
C. Exercising:

After the planning and training elements on counter-terrorism are complete, an exercise addressing potential threats in the community should be conducted. These training and exercise activities are listed in the County's five-year calendar.

D. Annex Maintenance:

The Region 22 Emergency Management Director is responsible for the maintenance and improvement of this Appendix. The Appendix will be reviewed and updated as necessary but not less than annually.

MASS CARE



EMERGENCY MANAGEMENT ORGANIZATION Functional Operations

REGION 22
EMERGENCY
MANAGEMENT
AGENCY & R22COAD

- TRANSPORTATION
- PET SHELTER VOLUNTEERS
- COUNTY SUPPORT TO
SHELTERING ORGANIZATIONS
- VOLUNTEERS & DONATIONS

NON GOVERNMENT
ORGANIZATION(S)
**AMERICAN RED
CROSS**
(Primary Mass Care
Coordinator)

- CLIENT REGISTRATION &
SCREENING
- LODGING
- FEEDING
- FAMILY
REUNIFICATION
- SECURITY
- RESOURCES
- FIRST AID

STATE SUPPORT:
Emergency Support Function: # 6
Mass Care

Lead Agency:
Nebraska Emergency Management Agency

MASS CARE

I. PURPOSE

This Annex establishes management plans, procedures, policies and guidelines for providing temporary lodging, feeding, coordination of bulk distribution of emergency relief items and the general welfare of people forced to leave their homes. These plans also address the care, sheltering and essential needs of household animals. Mass care involves many components; this Annex will emphasize the temporary housing/sheltering of victims.

II. SITUATION

- A. Within **SCOTTS BLUFF** County hazards have been identified that could cause an evacuation of some portion of the county, see Annex E. Although the county has a resident population of approximately 36,465 there is no conceivable hazard that would require mass care of the full population. The most likely situations would be from a few families displaced to as many as 22,000 people displaced by a chemical spill.
- B. Tourists or travelers and other overnight occupants from the nearly 1,200 motel/hotel beds in facilities located along Highways 26, 71 and 92 in Scottsbluff and Gering may also need to move to shelters.
- C. The Region 22 Emergency Manager and/or the American Red Cross has identified buildings suitable to lodge or feed evacuees. See Attachment 1.
- D. The Region 22 Emergency Manager in coordination with the American Red Cross, have identified facilities appropriate for sheltering household animals and agencies capable of providing assistance.
- E. Individuals, families, unaccompanied children and those with access and functional needs that do not relocate may require temporary support of food, water, cleaning supplies and other relief materials, physical, behavioral and financial support during the response and recover phases.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The local jurisdiction may have to provide initial sheltering until the American Red Cross can mobilize and begin temporary shelter operations. Long term sheltering is not addressed in this Annex.
- B. Sheltering information will be released to the public and responders as soon as the Executive Boards or Region 22 Emergency Manager determines the

need, and available resources and shelter support systems can be implemented.

- C. Persons or organizations controlling potential shelters will cooperate and make the facilities available per existing agreements or MOUs.
- D. The Region 22 Community Organizations Active in Disaster (R22COAD) will manage and coordinate mass care operations and will turn over shelter operations to the Red Cross upon their arrival. SCOTT'S BLUFF County, local government and the local health department will support all mass care activities, particularly as the requirements become greater and the American Red Cross nears its limit in resources. Scotts Bluff County Public Health Department and Panhandle Public Health District will provide recommendations for communication methods, public information message development, special equipment and supplies that may be needed and locating local care providers to assist individuals whose needs cannot be met at the shelter.
- E. The selection and preparation of shelters will be based on the number and kinds of populations needing protection, the shelter's proximity to transportation systems and distance from the incident site.
- F. Family reunification and disaster relief program information will be available at each shelter opened.
- G. Other professional and volunteer organizations, which normally respond to disaster situations, will do so.
- H. Assistance from outside the county through mutual aid agreements and from state and federal level emergency oriented agencies may be available.
- I. Facilities and staffing planned for mass care use will be available at the time of need. Lodging facility capacities are based on 40 - 60 square feet per space.
- J. Experience has shown that under localized emergency conditions, a high percentage (50 percent or more) of evacuees will seek shelter with friends or relatives rather than go to established shelters.
- K. Essential public and private services will be continued during a mass care situation. Normal activities in some schools and churches may have to be curtailed or discontinued.
- L. If the threat of an evacuation is due to a visible hazard or has been discussed in the media, some spontaneous evacuation will occur prior to an implementing order. Therefore, mass care operations may start early in any disaster period.

- M. Planning assistance for shelters, especially for access and functional needs individuals is available at: www.ada.gov/pcatoolkit/chap7shelterchk.htm.
- N. Household animal shelters may be co-located with mass care shelters or they may be separate congregate facilities.
- O. Household animal shelters will generally accept domesticated animals such as dogs, cats, birds, rabbits, rodents, turtles.
- P. If established, household animal shelters will provide the basic needs for approved animals of food, water, sanitation, security, basic medical care, environmental protection and reunification with the owners.

IV. ORGANIZATION/RESPONSIBILITIES

The ultimate responsibility for the care of evacuees in the county rests with local governments. In most emergencies, some level of government support will be required. The appropriate City/Village Emergency Management Liaison with the support of the Region 22 Emergency Management Director will act for their jurisdictions in coordinating mass care activities until the American Red Cross can respond.

A. Emergency Management

1. The Region 22 Emergency Management Director or selected staff will be responsible for identifying appropriate lodging and feeding facilities, coordinating utilization of transportation resources, supporting evacuee registration and overseeing lodging and feeding operations.
2. The local jurisdiction may have to provide temporary shelter until the American Red Cross can mobilize and begin operations.
3. The Region 22 EOC will monitor shelters to maintain manageable distribution of victims, support staff and supplies.
4. The Public Information Officer of support organizations will assemble, prepare and disseminate sheltering, family reunification, points of distribution of emergency supplies and disaster relief program information as appropriate. In a large disaster, this will be coordinated through the functions of a Joint Information Center (JIC).

B. American Red Cross (ARC):

The American Red Cross will carry out the temporary Mass Care coordination function. The nature and scope of the emergency will determine specific actions but the American Red Cross will be responsible for carrying out its mandated responsibilities as indicated in the Act of Congress, January

5, 1905, as amended, 36 U.S.C. The American Red Cross will not assume responsibility for government functions but will support state and local government and will provide assistance to individuals and families as indicated and within current American Red Cross disaster relief policies. American Red Cross will coordinate registration of evacuees, shelter, feeding and other support as the situation may indicate. The American Red Cross will be responsible for only those costs committed by its authorized representative.

C. Supporting Organizations:

1. The Region 22 COAD and other disaster relief organizations may support mass care operations as provided for in their plans and procedures.
2. The USDA County Emergency Board (CEB) maintains a listing of food, feed, and seed facilities located within the county which may be of assistance for mass care operations.
3. The Scotts Bluff County Public Health Department and the Panhandle Public Health District will work in partnership with the Region 22 Emergency Manager, American Red Cross and the mass care shelter manager to plan for and assist them to accommodate people who have access and functional needs.
4. The Panhandle Humane Society and Region 22 COAD or other volunteer, animal support organizations will establish and maintain the household animal sheltering system.

V. CONCEPT of OPERATIONS

A. American Red Cross Functions:

The American Red Cross will manage lodging and mass feeding operations. They will work with the Emergency Management Director to ensure effective coordination of resources. American Red Cross activities will be in accordance with the current ARC disaster guidelines and procedures.

1. Temporary Sheltering: When shelter facilities are opened by the American Red Cross, it will be the responsibility of the American Red Cross to maintain all functions and staffing according to American Red Cross policy. Some functions will be to:
 - a. Provide shelter managers,

- b. Select shelter sites in coordination with the Emergency Management Director and have a signed shelter agreement between ARC and the facility management,
 - c. Provide food service,
 - d. Provide disaster health service through American Red Cross staff in cooperation with the Emergency Medical Services and the Scotts Bluff County Public Health Department Director and Panhandle Public Health District Director. Services may include first aid, replacement of medication, immunizations, mental health services, etc.
 - e. Maintain records,
 - f. Staff Lodging,
 - g. Maintain American Red Cross shelter identity,
 - h. Maintain order,
 - i. Provide evacuee locator and welfare inquiry services (Disaster Welfare Inquiry Operations), especially for lost, missing or displaced children. Additional help from other local social services or volunteer agencies may be available.
 - j. Establish first aid stations in reception and shelters, as necessary.
 - k. Shelter managers will maintain communications with the EOC and brief the county EOC at scheduled times about the numbers housed, fed, status of supplies, condition of facility and other concerns affecting those being sheltered.
 - l. Shelter managers and agencies will coordinate with the EOC during the development of plans for and the initiation of shelter closings.
 - m. During the registration of evacuees at a shelter, those with access and functional needs will be identified, protecting the individual's privacy, and with a coordinated effort between the American Red Cross and Public Health agencies, appropriate sheltering and care will be identified.
2. Feeding: As needed, meals and snacks will be provided to evacuees and workers through both mobile units and fixed feeding sites. American Red Cross will be responsible for meal planning, coordination of mobile feeding, identifying feeding sites and resources for the procurement of food and related supplies. Some specific functions will be to:

- a. Select feeding sites in coordination with the Emergency Management Director,
 - b. Request health inspections through the Scotts Bluff County Public Health Department Director,
 - c. Procure food and supplies,
 - d. Maintain records and reports,
 - e. Provide and maintain mobile feeding units.
3. Registration: The American Red Cross will register evacuees, and as applicable, will share the numbers with appropriate government agencies concerning evacuees housed in American Red Cross shelters.

B. Salvation Army Functions:

The Salvation Army at North Platte, NE may provide the following support during mass care operations.

1. Registration and identification of victims, missing persons services, locating individuals and answering inquiries from concerned relatives and families outside the disaster area.
2. Mass feeding in Salvation Army temporary facilities assigned for that purpose.
3. Mobile feeding, hot meals or snacks, for disaster victims and emergency workers at the disaster scene.

C. Lodging/Feeding Facilities:

1. Facility List: Attachment 1 is the list of available lodging/feeding facilities.
2. Selection: The designation of specific lodging and feeding facilities will depend on the actual situation and the location of the hazard area. Selected facilities will be located far enough from the hazard area so that there is no possibility of the threat extending to the mass care facility. The best possible facilities will be selected from the list in Attachment 1 or from lists maintained by the American Red Cross.
3. Agreements: The American Red Cross has agreements to use facilities in the county. The Region 22 Emergency Management Director will obtain permission from owners to use other facilities as required.
4. Access and functional needs: Selection and operations of temporary lodging facilities for institutionalized or access and functional needs

groups (nursing homes, hospitals, etc.) will be coordinated with those organizations to ensure the facilities are adequate.

D. Implementation:

Provisions of this plan concerning mass care will be implemented as soon as a need for temporary sheltering or feeding is noted. While a coordinated government/American Red Cross decision is desirable, the American Red Cross may independently activate their operations.

1. Preparedness Phase: Communications will be established with all agencies. Essential personnel, including volunteers, will be alerted and required material resources (cots, blankets, food, etc.) located and prepositioned, if necessary.
2. Response Phase: In the event of a major disaster, actions for the reception of evacuees, including the opening the Registration Center and selected lodging/feeding facilities, will begin.
3. De-activation stage: Communications and messages will change to reflect the closing or consolidation of shelters. Facilities will be restored to pre-event conditions, supplies and material will be returned to storage or disposed of according to law or agency SOPs. All signage will be removed. All expenses will be documented and records made available to the EOC.

E. Registration of Evacuees:

1. Evacuees will register at the designated lodging facilities in accordance with American Red Cross procedures. If it is necessary for shelters to be opened before the American Red Cross is available to begin registration, local officials may make copies of the registration form, Attachment 2, to begin the process. During the registration process, individuals, with medical or other functional needs that may require more services than the American Red Cross can provide, will be identified so that the appropriate placement and care can be provided to the individual.
2. Registration of evacuees' household animals helps to protect both the sheltering agency and the animal owners. A suggestion animal registration form is provided in Attachment 3.

F. Welfare Inquiries:

The American Red Cross may establish a Disaster Welfare Inquiry Operation to answer requests from relatives and friends concerning the safety and welfare of evacuees or those in disaster areas. Incoming and outgoing traffic will generally be handled by the TriCity Amateur Radio Club and the Civil Air Patrol. The Scotts Bluff County Citizen Emergency Response Team (CERT)

and other local volunteer groups in SCOTTSS BLUFF County will conduct welfare search missions. Welfare inquiry listings, along with registration listings, will be coordinated with the EOC and law enforcement agencies for comparison with missing persons lists.

G. Emergency Public Information:

The American Red Cross and the Region 22 Emergency Management Director will coordinate with the Public Information Officer to ensure that the public is kept informed about location of mass care facilities, places of contact for missing relatives, and continued emergency services.

H. Resource Support:

The Region 22 Emergency Management Director will determine transportation and other resource needs and coordinate utilization of resources. The Emergency Management Director maintains a resource directory.

I. Humane Society or volunteer animal support organizations:

Animal care and welfare will be provided within the capabilities of the jurisdiction. It is expected that owners will provide as much care and maintenance of their property as possible. Those volunteer organizations providing this service and facilities for owners unable to care for their pets or for animals with unknown ownership, will provide information to owners who register their pets for care, will provide adequate housing, basic medical care, food, water, exercise, will maintain facility sanitation, and manage animal-owner reunification, dispose of wastes, carcasses and demobilize the facility when no longer needed.

VI. ADMINISTRATION and LOGISTICS

- A. Scotts Bluff County and the American Red Cross will maintain records of all expenses incurred by their mass care activities. The Executive Group will ensure that adequate records of local government expenses are maintained.
- B. The American Red Cross offers training in Shelter Operation Workshop and Disaster Welfare Inquiry Operations and will provide these trained persons for disaster operations when requested by the Region 22 Emergency Management Director.
- C. Animal care providers will maintain records of all expenses, volunteer time, cash, food and other support material donations.

VII. TRAINING and EXERCISING

A. Training:

The training program will be consistent with the Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising:

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>Attachment</u>	<u>Title</u>	<u>Page</u>
1	Listing of Mass Care Facilities	I-11
2	Listing of Functional Need Resource Contacts	I-17
3	Evacuee Registration Form	I-19
4	Pet Registry at Public Shelter	I-21

MASS CARE FACILITIES

City or Village: Banner County – Village of Harrisburg

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Banner County Schools	Harrisburg	Heath Johnson	308-436-2286	186	158	9/15/2010 Survey	Yes
		Lana Sides	308-641-1317			10/08/2012	

City or Village: Scotts Bluff County – City of Gering

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Gering High School	1500 U Street	Bob Hastings, Sup. Eldon Hubbard, Principal	308-436-3125 308-436-3121	580	140 at a time	9/24/2010 Survey 9/20/2010	Yes
Gering Junior High School	800 Q Street	Principal Dora Olivares Custodian Fred Hinojosa	308-436-3123 308-436-3123	259	200 at a time	9/24/2010 Survey 9/20/2010	Yes
Geil Elementary	1600 D Street	Principal Mary Kay Haun Maintenance	308-436-2545 308-631-7569				

		Kurt Hansen					
Lincoln Elementary	1725 13 th	Principal Pam Barker Maintenance Kurt Hansen Fire Chief Jay Templar	308-436-2350 308-631-7569 308-436-2441 308-631-6157	750	0	9/20/2010	Yes
Northfield Elem	1900 Flaten Ave	Principal Betty Smith Maintenance Kurt Hansen	308-436-5555 308-631-7569				
Central Church of Christ	1245 Five Rocks Road	Charles Gwynn	308-436-2234				
Northfield Church	2105 17 th	Phil Parker	308-436-3319				

City or Village: Scotts Bluff County – Village of Lyman

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Lyman Fire Hall	307 Jeffers	Kim Robb	308-787-1444			12/02/2014	

City or Village: Scotts Bluff County – City of Minatare

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Minatare High School	1107 7 th Street	Sup Tim Cody	308-783-1733			1/24/2014	

City or Village: Scotts Bluff County – City of Mitchell

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Mitchell United Methodist	1845 Broadway	Resident Pastor	308-623-1194				
Scotts Bluff County Ag Society	130625 County Rd "E"	Mgr Lana Hubbard Maint, Jerry Ash	308-623-1828 308-631-5102	616	100 at a time	5/10/2013 Survey 10/14/2010	Yes
Mitchell Elem	1439 13 th Ave	Kent Halley Kirk Kuxhausen	308-623-1707 308-623-2828		250 at a time		
Mitchell High School	1819 19 th Ave	Kent Halley Heath Peters	308-623-2828 308-623-2235				

City or Village: Scotts Bluff County – Village of Morrill

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Morrill High School	411 East Hamilton	Nick Schaefer Deb Baker	308-247-3414	183	350	10/25/2010 survey 10/25/2010	Yes
Morrill Elem	505 Center Ave	Nick Schaefer Deb Baker	308-247-3414	225	350	10/25/2010 Survey 10/25/2010	Yes
Morrill Fire Hall	320 Center Ave	Tod Austin	308-247-2403				

City or Village: Scotts Bluff County – City of Terrytown

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Carpenter Center	116 Terry Blvd	Kent Greenwalt Nancy Bentley Hugo Chairez	308-632-8457 308-672-4375 308-641-3047	272	300	10/26/2010 Survey 10/26/2010	Yes

City or Village: Scotts Bluff County – City of Scottsbluff

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
First Presbyterian Church	101 E 20 th St	Scott Peterson	308-632-2131				
Elks Lodge	1614 1 st Ave	Thomas Winn	308-632-2622				
Calvary Lutheran	17 E 27 th St	Mel Knodler	308-632-8023				
YMCA	22 S Beltline E	Dean Behling	308-635-2318				
Western Nebr Comm College	1601 E 27 th St	William Knapper	308-635-3606				
St Agnes School	205 E 23 rd St	Julie Brown	308-632-6918				
Longfellow Elem	2003 5 th Ave	Sup Rick Myles Principal Laurie Bahl Maintenance Randy Scott	308-635-6200 308-635-6262 308-225-0412		50 at a time	5/21/2013	Yes

Westmoor Elem	1722 Ave K	Sup Rick Myles Principal Charlotte Browning Maintenance Randy Scott	308-635-6200 308-635-6255 308-225-0412		200 at a time	5/21/2013	Yes
Scottsbluff High School	313 E 27 th St	Sup Rick Myles Principal Mike Halley Maintenance Randy Scott	308-635-6200 308-635-6230 308-225-0412		350 at a time	5/21/2013	Yes
Bluffs Middle School	27 E 23 rd St	Sup Rick Myles Principal Bert Wright Maintenance Randy Scott	308-635-6200 308-635-6270 308-225-0412		200 at a time	5/21/2013	Yes
Roosevelt Elem	1306 9 th Ave	Sup Rick Myles Principal Jana Mason Maintenance Randy Scott	308-635-6200 308-635-6259 308-225-0412			5/21/2013	Yes
Lincoln Heights Elem	2212 Ave C	Sup Rick Myles Principal Jodi Benson Maintenance Randy Scott	308-635-6200 308-635-6252 308-225-0412			5/21/2013	Yes

Other Mass Feeding and Temporary Shelter Resources Available to Region 22

Organization	Address	Point Of Contact	Phone Number	Resource
Oregon Trail Baptist Association Disaster Relief Feeding	1812 Ave I Scottsbluff, NE 900 E 2 nd St North Platte, NE	Bethel Baptist in Scottsbluff Dallas Powell Calvary Baptist in North Platte Doug Lee	O: 308-632-8878 C: 308-225-3450 O: 308-532-7861 C: 308-539-1170	6000 meals/day unit in North Platte Other Units available are chainsaw, mud-out, laundry and showers
Fire Fighters Fire Disaster Ministry	3009 Ave I Scottsbluff, NE	Carissa Smith	C: 308-631-9674	Clothing, Hygiene items, Household Items, Food, Temporary housing assistance, and emergency funds
Potter's Wheel Ministry	1815 1 st Ave	Tony Bergmann	O: 308-633-2888 C: 308-765-2200	Food, Clothing, Household Items, Transitional Housing for Men

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Evacuee Registration Form	
Shelter Location:	
Family Name (Last Name):	Total Family Members Registered: Sheltered:
Address:	Home Phone:
City, State Zip:	Cell Phone:

Information About Individual Family Members					
Last Name, First Name	Age	Gender (M/F)	Arrival Date	Departure Date	Relocation address & phone

Are there members of your family requiring medical attention? No Yes
Who?

Special dietary needs:

Special accommodations required:

Who we should notify in a emergency (family, doctor):

Name:

Phone:

Do you have pets in an emergency shelter? No Yes
Where?

Notes:

Registration Taken by:

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PET REGISTRY AT PUBLIC SHELTER

CONTROL NUMBER _____

Type of Pet:

Dog Breed: _____

Cat Breed: _____

Other _____

Special Needs:

Medication

Food Type

Other _____

Name of Owner: _____

Address: _____

Home Phone Number: _____

Person Registering Pet: _____

Date/Time Pet placed in Shelter: _____ / _____

Person Removing Pet from Shelter: _____

Date/Time Pet returned to Owner: _____ / _____

Shelter Location:

Shelter Phone Number:

Cage ID. _____

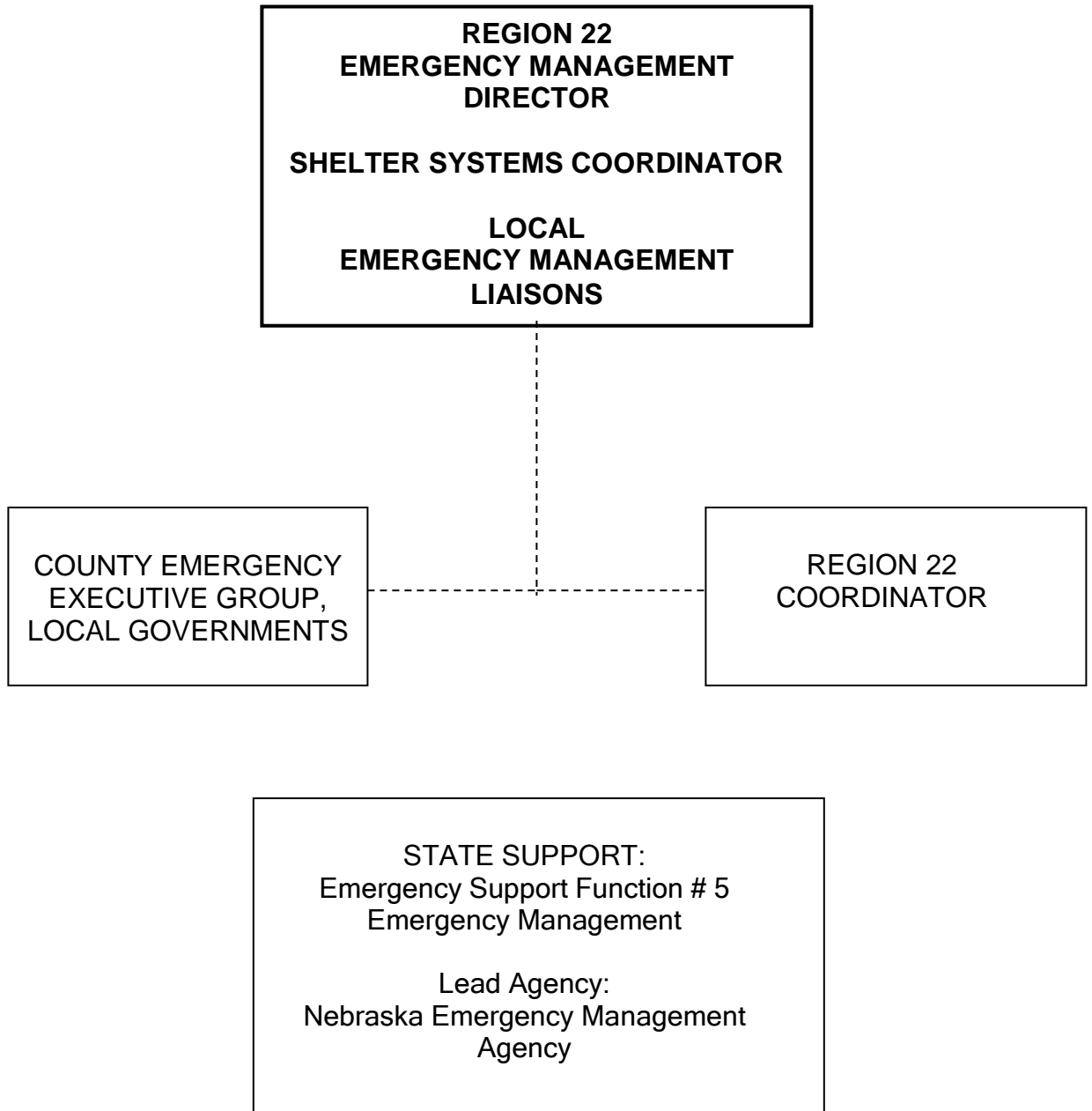
Shelter Contact/Intake Person:

NOTES:



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PROTECTIVE SHELTER



PROTECTIVE SHELTER

I. PURPOSE

The purpose of this Annex is to outline procedures necessary for the protective sheltering of citizens and transients if severe weather, nuclear crisis, or other hazardous events threaten or occur.

II. SITUATION

- A. Tornadoes, winter storms and prolonged heat waves are the usual natural events impacting the county.
- B. A number of buildings in Gering, Scottsbluff, Henry, Lyman, Morrill, Mitchell and Minatare have been identified as tornado, warming/cooling shelters (Attachment 1). These buildings are considered to have the best capability to provide protection and are located in areas easily accessible to the public and will generally be open during normal working hours.
- C. Industrial and transportation accidents may release hazardous materials into the water or air. Such incidents may require localized sheltering or evacuation.

III. ASSUMPTIONS and PLANNING FACTORS

- A. There will be sufficient warning and time for people to find shelter.
- B. Buildings identified as protective shelters will be available at the time of need.
- C. Other public buildings, although not identified as shelters, may be open and offer protection to the public.
- D. Buildings identified as shelters are ADA compliant.
- E. Severe weather protective actions may be short term, spontaneous, and consist primarily of a relatively small sector of the county residents seeking immediate shelter.
- F. During severe weather, segments of the populations will require transportation to the shelters.
- G. Citizens in areas of hazardous materials releases will follow either evacuation or shelter-in-place directives.

IV. ORGANIZATION and RESPONSIBILITIES

A. Organizations

Protective sheltering programs in the communities may be carried out by the Region 22 Emergency Management Director, assisted by local Emergency Management Liaisons, American Red Cross and other support agencies.

B. Responsibilities

The responsibilities of those identified agencies and organizations providing or managing protective shelters, include, but are not limited to:

1. Inspecting and selecting potential shelter sites, assuring that the facilities can support access and functional needs individuals, including non-English speaking persons.
2. Maintaining the current listing and usage agreements for shelter facilities.
3. Maintaining current listings of shelter resources needed (i.e., supplies, equipment, material, staff).
4. Developing, maintaining and exercising management policies, procedures specific to the individual facilities.

V. CONCEPT of OPERATIONS

A. Tornado Policy/Procedures

This policy is to provide timely notification of a tornado watch or warning.

1. When the National Weather Service issues a tornado WATCH that includes any portion of the county, that information will be transmitted to the public by both radio and television. During a tornado WATCH condition, people can continue their normal activities.
2. If a tornado is indicated by radar or actually sighted, then a tornado WARNING will be issued. People in the threatened area should immediately seek shelter and remain there until the WARNING period has expired.
3. Prior to and during the event, The Region 22 Emergency Management Director, in coordination with the Public Information Officer, will ensure that the public is made aware of the basic policies/actions they should use for protection.

4. Special Populations:

- a. Schools: When schools are in session, students, teachers, staff and visitors should respond as directed by an existing school disaster/tornado plan. Generally, teachers will gather the students in the most solid area of the school structure such as rest rooms or interior corridors without exterior openings. Large span rooms such as auditoriums, gymnasiums, or corridors that have exterior openings and rooms with windows should not be used. If the school structure does not have protective capability and if time permits, all should move to the nearest structure that would provide protection.
- b. Hospitals and Nursing homes: Staff, patients, residents and visitors should follow the facilities protection plan. In general, such plans include moving ambulatory patients to areas of the building providing the best protection such as the basement or small span, interior rooms on the main floor, then using the best methods available to protect patients who cannot be moved.
- c. Recreation Areas: Visitors to Scotts Bluff National Monument, Lake Minatare, Wildcat Hills State Recreation Area and other recreation areas should respond to a tornado warning in accordance with the current safety plan for those recreation areas.

B. Extreme Temperatures

During winter storms, prolonged excessive heat, or power outages, residents may be advised that warming or cooling shelters are available. These shelters usually operate for the short term. Those needing transportation should contact the EOC Transportation Officer to arrange expedient transportation. Victims using warming or cooling shelters may require specialized medical care or behavioral management; shelter managers should arrange for local medical support and mental health/behavioral modification assistance.

C. Hazardous Materials Incident

1. The responsibilities for hazardous materials incidents is detailed in Annex F. In general, during incidents with immediate life safety issues, the Incident Commander may order an evacuation or to shelter in place. In situations affording more time, the Incident Commander will recommend that the chief elected official will issue such orders.
2. Evacuations will follow the appropriate sections of the jurisdiction's primary evacuation plan.

3. In the event of a HazMat spill or accident, it is sometimes safer to keep affected citizens inside with doors and windows closed. Instructions should be given to:
 - a. Move inside,
 - b. Close all doors, windows, dampers, fans, shut off all ventilation, heating and air conditioner systems,
 - c. Move to a small room and seal the door and windows with plastic and tape, and
 - d. Tune your radio to the EAS station.

VI. ADMINISTRATION and LOGISTICS

A. Administration

1. Public Tornado/Severe Weather Shelters:

The Region 22 Emergency Management Director will maintain a current listing of identified shelters. The listing will be periodically reviewed to assure the continued availability and usability of each facility planned for use and in the event of change in owner, continued formal agreement for use of the facility. Where possible, tornado shelters are clearly marked.

2. Other Facilities:

The Region 22 Emergency Management Director may assist school officials, administrators of hospitals and nursing homes, and directors/owners of other facilities or businesses in determining the safest area within their facility or of the nearest protective facility. The Emergency Management Director may also aid in the development of a disaster plan for their facility.

B. Logistics

Records of supplies, materials, and equipment used will be maintained to assist the Logistics Chief in making a determination of resources remaining and to support requests for outside assistance (Annex L).

C. Public Education

The Region 22 Emergency Management Director will work directly with the Public Information Officer to provide to the public:

1. Periodic spot announcements on pertinent aspects of the protective shelter program.
2. Useful and current information should a protective shelter situation arise.

VII. TRAINING and EXERCISING

A. Training

The training program will be consistent with the Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Tornado and Extreme Temperature Shelters	J-7

PROTECTIVE SHELTERS

MANY OF THESE SHELTERS LISTED ARE FOR THE SHOPPING PUBLIC. THEY ARE IDENTIFIED WITH A TORNADO SHELTER SIGN IN THE WINDOW. MOST BUSINESSES ARE OPEN ONLY DURING OFFICE/BUSINESS HOURS.

TORNADO SHELTERS		
<u>GERING</u>		
Name of Facility	Address/Location	Contact/Owner & Phone#
Scotts Bluff County Administration Building	1825 10 th Street Gering, NE 69341	Jay Steinle 436-4037 (O) 641-8528 (C) Comm Ctr 632-7176
Health and Human Svc Bldg	1600 10 th Street Gering, NE 69341	Jay Steinle 436-4037 (O) 641-8528 (C) Comm Ctr 632-7176
First State Bank	1540 10 th Street Gering, NE 69341	Derek Manley 436-5011 (O) 631-5165 (C)
Western States Bank	1425 10 th Street Gering, NE 69341	John Radford 633-8243 (O) 641-6962 (C)
Gering City Library	1055 P Street Gering, NE 69341	Diane Downer 436-6868 (O) 436-2327 (H) 641-0238 (C)
Gering Public Schools Administrative Offices	1519 10 th Street Gering, NE 69341	Tim Meisner 436-3125 (O)
The Hair Port	1955 10 th Street Gering, NE 69341	Shar Mederis 436-4411 (O) 220-8081 (C)
The Roots Salon	1436 10 th Street Gering, NE 69341	Kare Heilbrun 633-3803 (O) 641-2715 (C)
JBC Inc. Petroleum Distribution	1502 10 th Street Gering, NE 69341	Brian Copsey 635-0455 (O) 631-4305 (C)
Church Basements:	CHECK WITH ONE NEAREST YOU TO MAKE ARRANGEMENTS. Do not assume that it will be open.	
<u>SCOTTSBLUFF</u>		
Name of Facility	Address/Location	Contact/Owner & Phone#
Webber's Furniture Company	27 th and Broadway Scottsbluff, NE 69361	Karen Smith 632-2811 (O) 635-0969 (H)
KNEP-TV NBC Nebraska	1523 1 st Avenue Scottsbluff, NE 69361	Scott Miller 632-3071 (O) 672-5288 (C)
Bluffs Business Center	1517 Broadway Scottsbluff, NE 69361	Mike Sarchet 631-6171 (C) Justin Sarchet 631-6173 (C)
Waterbed Showcase	16 th and Broadway Scottsbluff, NE 69361	Allan Chatterton 635-7740 (O) 641-5497 (C)

Twin Cities Development Offices	1620 Broadway Scottsbluff, NE 69361	Rawnda Pierce 635-6710 (O) 641-1145 (C)
Western States Bank	1701 1 st Avenue Scottsbluff, NE 69361	632-7500 (O) 633-8238 (C)
Elks Lodge	1614 1 st Avenue Scottsbluff, NE 69361	Randy Walrich (O) (C)
Baker & Associates	120 E 16 th Street Scottsbluff, NE 69361	Jack Baker 632-3123 (O) 632-3912 (H) 631-0622 (C)
Runza Restaurants	1823 Broadway Scottsbluff, NE 69361	Neal Blomenkamp 631-0397 (C) 632-6771 (O)
Independent Plumbing & Heating	1921 Broadway Scottsbluff, NE 69361	632-4185 (O)
Brown's Shoe Fit Co	1720 Broadway Scottsbluff, NE 69361	Chuck Miller 631-6665 (C)
Connecting Point	1912 Broadway Scottsbluff, NE 69361	Harlen Trupp 632-5514 (O)
Platte Valley Vac & Sew	1804 Broadway Scottsbluff, NE 69361	Morgan Sanders 632-3734 (O)
Sam and Louie's	1522 Broadway Scottsbluff, NE 69361	Melissa Schneider 641-6000 (C)
The Benefit Partners	1713 1 st Avenue Scottsbluff, NE 69361	Mardee Bice 436-9314 (O)
MoneyWise Office Supply	1717 Broadway Scottsbluff, NE 69361	Cindy Green 631-5544 (C)
Hairbender	1513 Broadway Scottsbluff, NE 69361	McKenna Edwards 632-6614 (O)
Church Basements	CHECK WITH ONE NEAREST YOU TO MAKE ARRANGEMENTS. Do not assume that it will be open.	
<u>HENRY</u>		
Name of Facility	Address/Location	Contact/Owner & Phone#
Henry Bible Church	1590 Yorick Avenue Henry, NE 69358	Alvin Asa 247-3274 (H) Keitha Green 247-3428 (H) 765-3846 (C)
<u>LYMAN</u>		
Name of Facility	Address/Location	Contact/Owner & Phone#
Lyman Volunteer Fire Department	301 E Jeffers Avenue Lyman, NE 69352	Village Office 787-1444 (H)
<u>MORRILL</u>		
Name of Facility	Address/Location	Contact/Owner & Phone#
Platte Valley Bank	126 Center Ave Morrill, NE 69358	Justin Murphy 247-2142 (O)

Morrill Public Library	119 E Webster Morrill, NE 69358	John Schuler 247-2611 Janine Schmidt 247-2312
Morrill High School SE Gym Doors to Downstairs Locker Rooms	411 E Hamilton St Morrill, NE 69358	Tom Peacock 641-6223 (C)
First United Methodist Church	207 W Franklin St Morrill, NE 69358	Morrill Fire Department 247-2321 (O)

<u>MITCHELL</u>		
Name of Facility	Address/Location	Contact/Owner & Phone#
City of Mitchell Offices	1820 Center Ave Mitchell, NE 69357	Jeff Sprock 672-5860 (C)
New Hope Assembly Church	1460 13 th Avenue Mitchell, NE 69357	Brent Holt 765-4696 (C)
Mitchell Federated Church	1451 Center Avenue Mitchell, NE 69357	

The employees of all facilities (public, private, governmental, schools, care facilities, etc.) should be briefed on the internal emergency sheltering procedures. Signs should be posted to direct persons to the shelter areas within the facility.

The county or municipal Public Safety Office or Region 22 Emergency Management may provide assistance to establish individual building emergency plans and identify the safest areas for shelter.

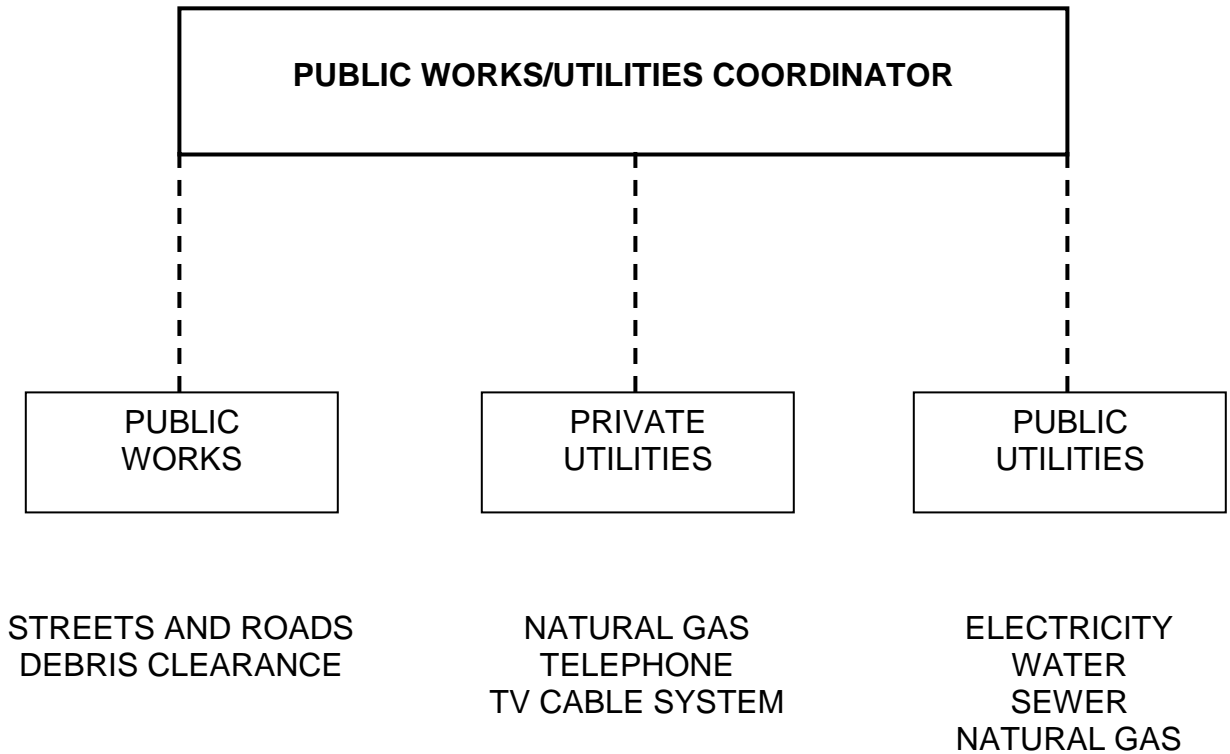
EXTREME TEMPERATURE (Warming / Cooling) SHELTERS
All SEVERE WEATHER/TORNADO SHELTERS LISTED can be utilized as Extreme Temperature (Warming/Cooling Shelters). No other shelters are available.

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PUBLIC WORKS / UTILITIES



STATE SUPPORT:
Emergency Support Functions # 3, 14
Public Works,
Long-term Community Recovery & Mitigation

Lead Agency:
Nebraska Emergency Management Agency

PUBLIC WORKS/UTILITIES

I. PURPOSE

The purpose of this Annex is to provide plans and procedures for:

- A. The continuation or restoration of those public services essential for basic human needs.
- B. Debris removal (see Annex C, Appendix 1) and public access restoration.

II. SITUATION

SCOTTS BLUFF County and its communities are subject to natural and man-made hazards resulting in the disruption of public works/utility services, limiting the movement of people and equipment, or having a deteriorating effect on the safety and welfare of the people.

III. ASSUMPTION and PLANNING FACTORS

- A. The continued operation of public works and utility services is essential for effective and efficient response and recovery actions.
- B. The primary responsibilities of the county and urban public works departments are the restoration and maintenance of essential public services.
- C. Private utility companies will cooperate with government services. The list of utility service providers is found in Annex A, Attachments 1 and 2.
- D. The County Road Department and each town's street department will restore and maintain roads/streets to facilitate traffic movement.
- E. Assistance from outside the county will be available through mutual aid and other existing agreements.

IV. ORGANIZATION and RESPONSIBILITIES

- A. The Scotts Bluff County Road/Bridge/Flood Control Director and respective Public Works/Utilities Directors will serve as the Public Works/Utilities Coordinator. This Coordinator will be a member of the EOC staff for the purpose of collecting information and ensuring coordination among the Executive Group, various department heads, and government/private utilities.

- B. Each of the individual departments within the Public Works/Utilities function will be responsible for emergency/disaster operations within their normal operational areas. Specific disaster procedures will be outlined in departmental Standard Operating Procedures (SOPs).
- C. Each department will coordinate and manage their mutual aid support.
- D. Private utilities are responsible for restoration of their services. The list of utility service providers is found in Annex A, Attachments 1 and 2.

V. CONCEPT of OPERATIONS

Generally, department heads will continue to operate from their normal locations, but their primary actions during disaster operations will be to assess damage, then prioritize and restore interrupted services. The Public Works/Utilities Coordinator may work with each affected department head in coordinating recovery from the disaster.

- A. Specific actions of the Public Works/Utilities Coordinator may include, but are not limited to:
 - 1. Coordinating with the head of affected organizations, both public and private.
 - 2. Assisting departments in determining staging areas for incoming assistance and coordinating mutual aid support.
 - 3. Gathering information on damage in the public works/utilities area:
 - a. Assessing general damage in the public works/utilities area by obtaining damage reports from affected departments; present summary to the Executive Group at EOC briefings.
 - b. Ensuring departments are documenting actual damage with photographs that can later be used for disaster assistance requests. Pictures of debris piles should also be taken before disposal of the debris; dimensions need to be included with the photos.
 - c. Alerting departments to track disaster operation expenses. Examples of fiscal expenditures that should be recorded, fully detailed, and maintained are:
 - i. Personnel costs, including:
 - a) Department employee overtime,
 - b) Additional help hired for disaster-related work.

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- c) Emergency response work, such as use of a vehicle, barricade erection, sand bagging to protect lift stations, etc.
 - ii. Equipment:
 - a) Hours of actual use of department equipment in disaster operations,
 - b) Rental or lease equipment.
 - iii. Materials and supplies, from stock *or* purchased, that are used in direct support of emergency operations and recovery actions.
 - iv. Ad hoc contracts entered into for emergency operations and recovery actions.
 - v. Expenses incurred with the removal, transport, storage and disposal of debris.
- 4. Working with department heads and the EOC in prioritizing the restoration of services for each affected community. Annex A, Attachment 1 and 2 lists the providers of public works and utilities services for each community in the county.
- 5. Coordinating with those doing the damage assessments to ensure that all affected structures, public and private, are inspected for safety and habitability.
- 6. Attending EOC briefings.
- 7. Coordinating with other public works/utility departments, not directly involved in disaster operations, to obtain their support in the restoration/recovery activities.
- 8. Coordinating with law enforcement and fire officials to protect suspected crime scenes.

B. Restoration of Services:

The Public Works/Utilities Coordinator will ensure that the following are completed as applicable to the disaster recovery:

- 1. Public Works:
 - a. Roads and Street Departments
 - i. Assess the damage to streets and roads.

- ii. May assist in establishing detour routings; provide barricades for traffic control.
 - iii. Provides priority service/repair to roads and streets designated as primary evacuation routes or to those needed for emergency vehicle traffic for initial disaster response.
 - iv. Make emergency repairs, then permanent repairs on roads/streets, bridges, other structures.
 - v. If weather conditions dictate, start the early implementation of the existing snow removal plans. The Plans for snow removal will include expanding snow removal activities to facilitate the movement of vehicles supporting emergency operations.
 - vi. Assist law enforcement and fire officials in protecting suspected crime scenes.
- b. Debris Clearance and Trash Removal
- i. Clear fallen debris from streets and roads.
 - ii. Remove debris from public and private property (as established by jurisdiction's policy) and transport to selected sites for disposal.
 - iii. Separate debris into hazardous materials, special and common waste piles. See Annex D for classification of debris. Initiate a recycling program for white goods, electronics and other material. The Department of Environment and Energy (NDEE) can advise on separation, recycle and disposal methods.

2. Utilities:

The Public Works/Utilities Coordinator ensures the timely restoration of interrupted community power, natural gas, water/sewer, and telephone service. This may include, but is not limited to, the following:

- a. Ensures that utility repairs are made, as prioritized, to key facilities necessary for disaster operations.
- b. Provides emergency power. Existing emergency power systems will be checked and refueled as needed during any disaster. Action will be taken to ensure that emergency power is available for the key facilities if electricity cannot be restored to all of the community.
- c. Provides adequate supplies of potable water and identifies sources of additional supplies, if needed.

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3. Radioactive Material Incident/Accident:

If trained in both radiological monitoring equipment operation and emergency response procedures, may provide support to the fire department during containment or decontamination activity in the event of a radiological accident/incident.

VI. ADMINISTRATION, LOGISTICS

A. Administration:

A record of costs and expenses incurred in direct support of an emergency or disaster situation will be maintained to support subsequent reimbursement claims to State and Federal government.

B. Plan Maintenance:

1. The Public Works/Utilities Coordinator will be responsible for annually reviewing this Annex; this review may include input from each public works/utility department head. Revisions to this Annex will be submitted to the Emergency Management Director for inclusion in LEOP updates/revisions Annex, A, Attachments 1 and 2.
2. Public Works/Utilities Department supervisors will also be responsible for preparing and maintaining Standard Operating Guidelines (SOGs) for disaster operations within their respective department.

VII. TRAINING and EXERCISING

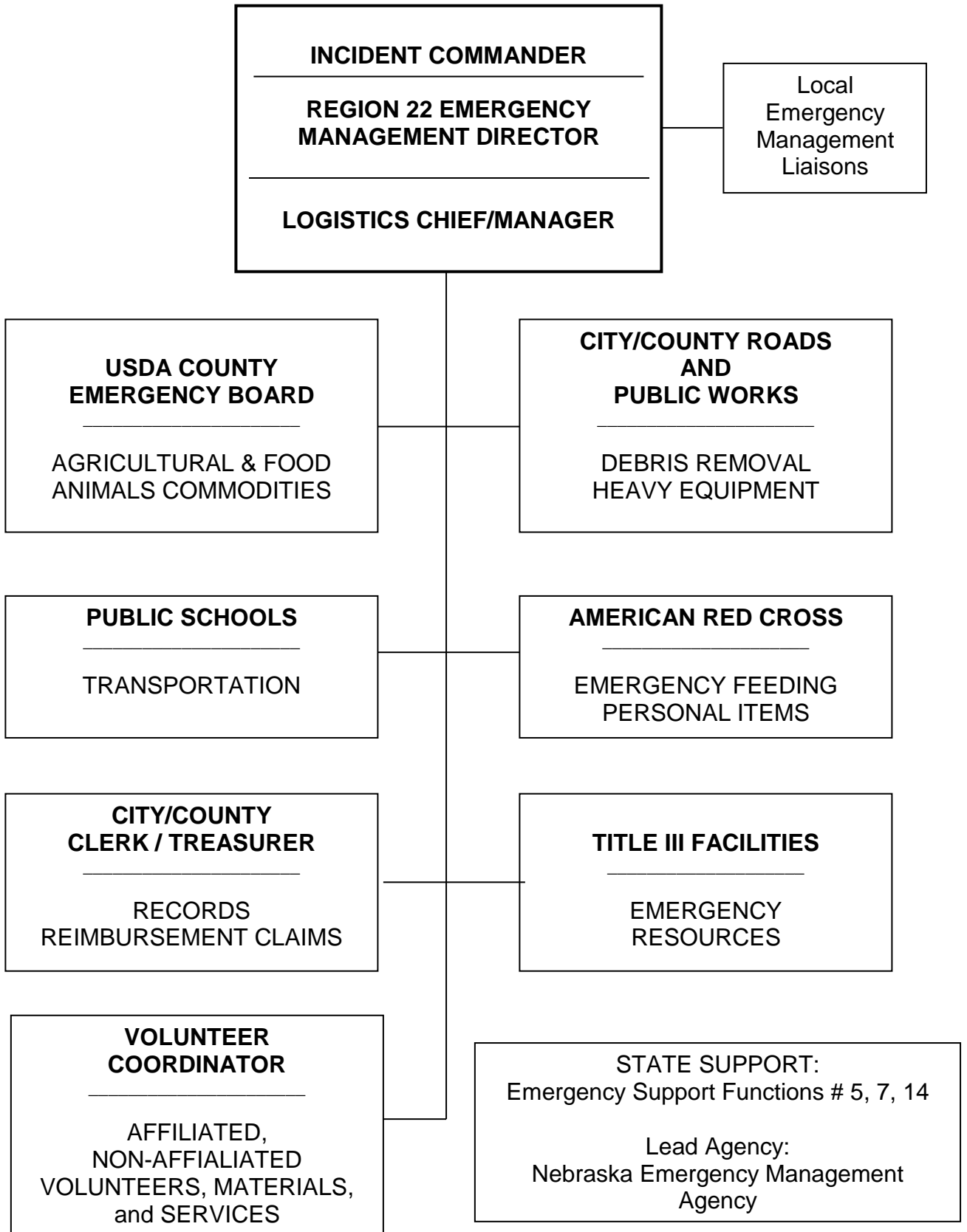
A. Training:

The training program will be consistent with the Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising:

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

RESOURCE MANAGEMENT



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RESOURCE MANAGEMENT

I. PURPOSE

This Annex provides guidelines for the procurement, storage, control, allocation and financial recording and accountability and of labor, materials, equipment; and contracted services; for the coordination of a volunteer labor force; and the donation of goods, services and money which are required to provide the Incident Management Team with timely and appropriate resources in the event of a disaster within SCOTTS BLUFF County.

II. SITUATION

- A. The SCOTTS BLUFF County Hazard Analysis or the Region 22 Emergency Management Agency has identified a number of hazards which could occur and cause extensive damage to both public and private property requiring a coordinated management of response and recovery resources within the County.
- B. SCOTTS BLUFF County, its communities, agencies, and businesses have sufficient resources to support activities associated with most emergency or disaster operations. The Region 22 Emergency Management Director maintains the point of contacts and resources lists.
- C. Resource Management starts with the Incident Commander; and the initial need for additional resources is at the IC's request. If the incident expands to where Multi-Agency coordination is needed, the EOC will be activated in support of the Incident Commander. At that time, resource management, procurement, distribution and tracking, replacement and restoration will transition from the IC and the dispatcher to the Logistics Chief/Manager or Administrative section within the EOC.
- D. During an event, Multi-Agency Coordination resource management coordination activities generally take place within the EOC. When multi-agency coordination entities are established, the Executive Board may also prioritize and coordinate resource allocation and distribution of resources.
- E. The Nebraska Emergency Management Act, section 81-829.31, sections 81-829.36 to 81-829.75, July 1996, describes such emergency powers of governments to supersede existing procurement procedures or expedite resource coordination, procurement and management.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Resources are defined as: personnel, teams, equipment, supplies and facilities that are available or potentially available for assignment, deployment or allocation in support of incident management and emergency response and recovery activities.
- B. The affected jurisdiction must effectively complete these primary tasks:
 - 1. Establish systems for describing, inventorying, requesting and tracking resources,
 - 2. Activate those systems prior to, during and after an incident,
 - 3. Dispatch resources prior to, during and after an incident,
 - 4. Demobilize, recall, dispose, restore or replace resources during or after incidents.
- C. Local resources will be activated and used at the onset of the incident. Should these resources become unavailable or exhausted; the local jurisdiction will request additional resources according to their local, county or regional plan which may include Mutual Aid Agreements or Memoranda of Understanding (MOU) concerning shared or available resources.
- D. The impacted jurisdiction may have to provide its own sustainability for 48 hours or more before additional help can arrive.
- E. If the need arises, local government will assume control of and ensure appropriate and equitable distribution and use of existing resources. Rationing will be implemented, if necessary.
- F. County, cities, and villages will support requests for resources per MOUs or as they have the ability to respond to the requesting jurisdiction.
- G. Para-professional and volunteer agencies will provide resource support, equipment and personnel, within their capabilities.
- H. Each facility that reports under Title III requirements has an emergency response plan that lists their available emergency resources. This list may also be available at local fire departments and in Annex F, Appendix 1, Attachment 1.
- I. Assistance will be available from other counties through mutual aid agreements. Pre-incident agreements among all parties providing or requesting resources are necessary to enable effective and efficient resource management. Pre-incident agreements may be established with

- governmental, non-governmental, private and non-profit entities to provide response and recovery support.
- J. Citizens within SCOTTS BLUFF County and neighboring areas will volunteer to support the recovery efforts following a disaster. Coordination of these volunteers will be assigned to a Volunteer Coordinator who will work with the Logistics Chief/Manager and Emergency Manager.
 - K. Following a local declaration of emergency, support may be available through state emergency resources such as those available through the State Administrative Services, <http://das.nebraska.gov/materiel/index.html>, to supplement local deficiencies, meet critical requirements, and replace expended emergency resources.
 - L. Spontaneous and un-solicited donations of food, water, personnel, equipment and supplies may interfere with priority response and recovery activities.
 - M. Some local resources will not be available for use. Cataclysmic disruption of government services (pandemic influenza) or physical destruction of infrastructure a city or village will require outside resources and assistance.

IV. ORGANIZATION and RESPONSIBILITIES

A. First Response and other local support agencies will:

1. Provide to the Emergency Manager, prior to an incident and periodically as requested for planning purposes, lists of resources available for deployment during an incident. (See various Annexes in this Plan).
2. Certify that responding personnel meet professional standards of training, experience and performance required for the incident.
3. Manage and maintain specialized equipment (such as decontamination systems) and inventories with special shelf life (medications, respirator filters, PPE, batteries and the like) in a state of readiness.

B. Incident Commander and command staff

The Incident Commander will follow both the NIMS and the local plans of operations that include the procedure for requesting resources and the development of staging areas as needed for efficient field deployment.

C. Region 22 Emergency Management Director

The Emergency Manager's responsibilities are defined in other parts of the Plan, especially in the Basic Plan and Annex A. Additional specific responsibilities required prior to, during and after a disaster may include:

1. Development, coordination and distribution of specific response plans, Memorandums of Agreement documents, and available resource lists prior to potential events.
2. During an event, may serve as the EOC Director in the EOC and maintain communication with the IC, the Executive Board and supporting organizations.
3. Advise and assist the Logistics Chief/Manager and Volunteer Coordinator as needed.

D. EOC Executive Board, elected and appointed officials

The Executive Board will support the incident according to the Nebraska Emergency Management Act and this Plan as described in the LEOP Basic Plan and Annexes. Responsibilities include establishing response and recovery priorities, providing resources to the Incident Commander, providing information to the public and financial decisions.

E. The EOC/MACC Logistics Function (NIMS) - Logistics Chief/Manager

1. When the incident expands beyond normal day-to-day mutual aid support or the Incident Commander requests additional resources from the EOC, and the Emergency Manager determines that additional personnel are required, the Logistics Chief/Manager will be notified or activated.
2. The Incident Commander will appoint, after consultation with the jurisdictions mayor/city manager's or administrator's advice, one of those individuals on the trained Logistics Chief / Manager list and is responsible for the overall logistics and resource management activities within the county and is a member of the Emergency Operating Center (EOC) Staff.
3. Prior to an incident, in cooperation and coordination with the Emergency Manager and others as needed, the Logistics Chief/Manager will have:
 - a. Obtained, reviewed, maintained and distributed to first response agencies the county and local resource lists. These lists are contained in various Annexes of the LEOP: A, F, G, H, I, K and L.

- b. Developed a plan to keep un-needed, unsolicited contractors, vendors and volunteers away from the disaster scene, EOC and municipal offices. This plan should include the coordination system with law enforcement and information being released by the PIO.
- c. Developed a plan for return, storage or disposal of surplus equipment or supplies.
- d. Developed a plan for the rehabilitation, replenishment, disposal and return of equipment and supplies and the rehabilitation, replenishment of personnel.
- e. Developed plans and agreements to have non-expendable resources fully functional and ready for mobilization. The organization with invoicing responsibility for the incident, or as defined in pre-incident agreements, replaces broken or lost items.
- f. In the case of human resources, pre-incident plans should include:
 - i. Processes to supply crews with food, sanitation, medical support, rest and recuperation time and facilities for the same,
 - ii. Notification and mobilization guidelines,
 - iii. Process as to monitor the occupational health and mental health issues and their impact on responders. See Annex G, reference Critical Incident Stress Management, and support by non-profits such as the Red Cross and Salvation Army.
 - iv. Expendable resources are re-stocked at the point at which the resources were issued. The incident management organization bears the cost of expendable resources, as authorized by jurisdictional procedures or in preplanned financial agreements concluded by the preparedness organizations.
- g. Developed a process or learned how the jurisdiction's financial management system will operate during a disaster so that documentation can be kept, bills paid, emergency contracts issued, and reimbursements can be requested.
- h. Understand and will perform resource management tasks either at the Incident Commander's request or in accordance with jurisdictional planning requirements.
- i. At the direction of the Executive Group, assume direct control of resources identified as critical items, to assure most efficient utilization.

- j. Implement and modify the pre-incident resource management operations plans above to accommodate the incident.
 - k. Advise the Executive Group on current status and recommend actions to be taken (i.e., implementing emergency ordinances required for price controls, procuring equipment, rationing, etc.).
 - l. Initiate and control actions needed to comply with the desires and decisions of the Executive Group. The NIMS protocols under the Logistics, Administration and Finance organization will be the model for operations.
 - m. Coordinate the actions of the various agencies, offices, groups, and individuals involved with the procurement, temporary storage, distribution, utilization and control of local resources.
 - n. During the event, maintain an inventory of available resources and recommend to the Executive Group the most efficient use of existing/remaining resources.
4. Because of the potential magnitude and complexity of the resource program, the Logistics Chief/Manager may select a supporting staff.
 5. In the event that there is no pre-designated Logistics Chief/Manager, one will be appointed by the Executive Board or the Chief Executive Officer of the jurisdiction will assume the responsibilities above.

F. The Volunteer Coordinator

1. A Volunteer Coordinator may be named to work with the Logistics Chief/Manager and the Emergency Manager. The Volunteer Coordinator will coordinate the work requirements from the disaster with the volunteer assets which include people and donations. Additional Guidelines are in Attachment 3 of this Annex.
2. Additional responsibilities may include but be limited to the following:
 - a. Implement pre-incident agreements or develop agreements with area VOAD organizations to assist in the coordination of donations and volunteers.
 - b. Consider using trained, credentialed and previously identified Community Emergency Response Team (CERT) or Region 22 Volunteer Reception Center volunteers to assist with donations and volunteers.

- c. Coordinate with the PIO and the EM to develop and implement media releases that provide direction to those wishing to donate or volunteer.
3. Develop, prior to the incident, volunteer registration/information forms to receive, catalog skills, track on-the job training and safety briefing including the volunteers medications or physical limitations, deployment location and duration, assigned supervisor and after work assessment. See Attachment 4.
4. Volunteer mobilization plans should include considerations for:
 - a. Security of the scene and the check-in center,
 - b. Traffic control, parking and security of volunteers' property,
 - c. Utilities, sanitation, first aid, protected rest facilities for volunteers,
 - d. Sanitation, janitorial and garbage service for the feeding centers, mass shelters, household animal shelters,
 - e. Staffing of trained mass care shelter or household animal shelters support personnel, and
 - f. Means or system to prevent conflicting volunteer job assignments or assignments to tasks completed.

G. Jurisdiction's Clerk's / Treasurer's Office

The Clerk/Treasurers responsibilities are stated in the Basic Plan. This (these) Office(s) will assist the Logistics Chief/Manager and the Emergency Manager in developing and implementing a system of records for evaluating status of resources and supplies, emergency procurement and contract letting, and completing reports and procedures to verify and obtain reimbursement claims from local, state, and federal governments.

H. The County Roads Superintendent, City/Village Streets and Public Works

These Department(s) will assist in the management and requisition of heavy equipment (trucks, earth moving equipment, etc.), dirt or sand, barricades, and in the coordination of debris removal. The Logistics Chief/Manager and Emergency Manager will ensure that resource listings are prepared and maintained.

I. The USDA County Emergency Board (CEB)

The CEB maintains an inventory of agricultural products and food animal resources and will act in an advisory capacity regarding availability, use and protection of these resources. This board can assist the Logistics Chief/Manager in the management and requisition of needed materials and supplies.

J. Other support agencies/Departmental Heads of local government

These various support organizations in cooperation and coordination with the Emergency Manager, provide lists of resources that could be deployed during a disaster.

The various supervisors or department heads of local government agencies and private organizations will be responsible for managing the resources of their individual agencies/organizations when supporting overall disaster resource needs.

K. The SCOTTS BLUFF Transportation Coordinator will coordinate the requisition and management of needed public transportation resources (school buses, Tri City Roadrunner, etc.).

L. The Facility Emergency Coordinator (FEC) of each Title III facility (hazmat reporting facility) will coordinate the requisition and management of the facility- owned emergency resources.

M. The American Red Cross will assume the lead role in providing for displaced persons. The Red Cross will procure the necessary food and personal care items needed.

V. CONCEPT of OPERATIONS

A. The EOC Logistics Manager will implement the jurisdiction's response management plan as directed by either the Incident Commander or the EOC operating as a Multi-Agency Coordination Center (MACC), depending on the Logistics Manager's assignment and the scope of disaster.

B. Efficient and effective resource management requires the full support from governmental, non-governmental, not-for profit and private sectors. Local resources used during the operational period of the disaster could include:

1. Food products from local food retail and wholesale sources.
2. Manual labor materials and hardware items from local hardware stores and lumberyards.

3. Transportation needs will primarily be obtained from the local schools and the City Street Departments, Handy Bus Office. Most health care centers have ambulatory transportation. The transportation resource listing is maintained by the Region 22 Emergency Management, see Attachment 1.
- C. The first priority for transportation is to support the evacuation of school children and citizens without private vehicles, including hospitals and nursing home patients. Some specific transportation considerations are:
1. Specialized transportation includes alternate vehicles for use as ambulances or handi-buses.
 2. Public transportation includes buses to support an evacuation.
 3. Tractor-trailers (semi's), vans, pickups, other trucks and farm equipment can be used to move supplies and materials.
- D. All vehicles designated as essential to emergency operations will be serviced by local government during the operational period. Disaster related costs must be documented.
- E. Labor requirements will be obtained through local government and private agency's utilization of their own personal resources, volunteer agencies, fraternal and social organizations, and job service sources. Normal work assignments may be re-assigned for the duration of the declared emergency.
- F. Heavy equipment resources will initially come from government agencies such as the Scotts Bluff County Road/Bridge/Flood Control Department. Additional assistance may be requested from the State Department of Transportation. Also, heavy equipment could be contracted from construction firms and private contractors. See Attachment 2 for a listing of heavy equipment resources.
- G. Unless otherwise determined, equipment provided by the various agencies and private organizations will be maintained and parked in the "yards", but preferable in the designated staging areas.
- H. All volunteers will register with a Volunteer Coordinator. Procedures for managing a volunteer work force are discussed in Attachment 3.
- I. Volunteers assigned to work on public facilities and grounds must be registered, have their work assignments tracked and in some incidents they must be screened to:
1. Assure the safety and security of the volunteers,

2. Assure the safety and security of the victims and property,
 3. Assign the best qualified volunteers to appropriate tasks in a timely manner,
 4. Reduce the risk of liability to the jurisdiction,
 5. To document the hours of donated labor that may be used to off-set the non-Federal share of Category A (Debris management) and Category B (Emergency Protection) programs costs. See Annex C, Attachment 1, Debris Management.
- J. All responding organizations and agencies will develop, maintain and provide upon request, records of appropriate materiel, equipment, professional services and financial donations. All resources used such as equipment, expendables, non-expendables, human resources including volunteers will be tracked and accounted for through the response and recovery phases.

VI. ADMINISTRATION and LOGISTICS

- A. The County, City/Village Clerks/Treasurers will maintain official records and accounting of materials and supplies used and funds expended in support of emergency operations for possible reimbursements by local, state, or federal governments. All department heads will maintain appropriate records regarding specific contracts, contractual agreements, employee overtime, and equipment operating costs and make these available upon request.
- B. The Emergency Manager, Logistics Manager and other appropriate local officials, will review this Annex annually and modify as needed to reflect local operational capabilities and plans.

VII. TRAINING and EXERCISING

A. Training:

The training program will be consistent with the Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising:

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

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TRANSPORTATION RESOURCES			
Organization and Contact Name	Phone	Number of Buses & Capacity (*with lift)	Number of Vans & Capacity (*with lift)
Gering School District Superintendent; Bob Hastings Transportation Director; Curt Hansen	436-3125 402-640-9290 436-2754	<u>663 Capacity</u> <u>12 Buses</u> 2: 65 passenger 1: 60 passenger 5: 59 passenger 2: 42 passenger 2: 23 passenger w/ lift	4 <u>Suburbans</u> 4: 7 passenger <u>2 Vans</u> 2: 10 pass.
Minatare School District Superintendent; Tim Cody HS-Elementary Principal: Kyle Metzger Jodi Wolf	783-1462 575-0506 586-9982 783-1255	<u>118 Capacity</u> <u>2 Buses</u> 1: 60 passenger 1: 37 passenger	<u>3 Vans</u> 3: 7 pass
Mitchell School District Superintendent: Kathy Urbanek Transportation Supervisor: John Bevins	623-2235 623-1707 641-0202	<u>337 Capacity</u> <u>5 Buses</u> 3: 56 passenger 1: 50 passenger 1: 70 passenger	<u>3 Vans</u> 3: 10 passenger <u>1 mini-van</u> 1: 7 passenger <u>2 Suburbans</u> 2: 6 passenger
Morrill School District Superintendent: Joe Sherwood Transportation: Dutch Wells	247-2149 247-2149 386-6388	<u>504 Capacity</u> <u>9 Buses</u> 2: 72 passenger 2: 54 passenger 1: 44 passenger 3: 47 passenger 1: 37 passenger	<u>3 Vans</u> 3: 10 passenger
Scottsbluff School District (Includes Lake Minatare Elementary District) Superintendent: Rick Myles Transportation Director: Rory Vernon	635-6200 631-6162	<u>988 Capacity</u> <u>18 Buses</u> 1: 84 passenger 3: 72 passenger 2: 71 passenger 4: 65 passenger (1 w/lift) 1: 54 passenger 1: 53 passenger	<u>3 Vans</u> 1: 9 passenger 1: 8 passenger 1: 7 passenger

Scottsbluff School District (continued)		1: 42 passenger 1: 40 passenger (w/lift) 1: 29 passenger (w/lift) 2: 15 passenger 1: 14 passenger	
NOTES: <ol style="list-style-type: none"> Total capacity of the buses at 3 children per seat is 964 children. Some buses are not allowed to carry as many adults as elementary students. The lift buses can accommodate 4 wheel chairs at present. Seats could be taken out which would increase this number. 			
Educational Service Unit 13 Administrator: Dr. Jeff West Buses: Kayla Wood Transportation: Fermin Hernandez	635-3696 641-5551 635-3696 635-2724 631-3103	<u>53 Capacity</u> <u>2 Mini bus</u> 2: 11 passenger (w/ lift)	<u>3 Vans</u> 1: 13 passenger 1: 10 passenger (w/ lift) 1: 8 passenger
Handi-Bus, Scotts Bluff County Carol Prince	436-6751 436-5404	<u>124 Capacity</u> <u>2 Mini-bus</u> 2: 6 passenger <u>3 Cars</u> 2: 5 passenger 1: 6 passenger	<u>6 Vans</u> 3: 12 passenger 5 :12 passenger (4 w/lift)
WNCC - Western Nebraska Community College President; Dr. Todd Holcomb Dean of Adm. Services: William Knapper Vice President: Terry Gaalswyk	635-6101 635-6002 635-6103	<u>105 Capacity</u> <u>1 Bus</u> 1: 47 passenger <u>1 Shuttle</u> 1: 25 passenger	<u>3 Vans</u> 3: 11 passenger
Western Nebraska Veteran's Home Administrator: Lonnie Starke Director of Nursing: Shirley Barlow Building Services Mgr; Patrick Munoz	632-0310 487-5596 632-0312 247-3331 632-0363	<u>38 capacity</u> <u>2 Mini-bus</u> 1: 12 passenger (w/lift) 1: 10 passenger (w/lift)	<u>2 Vans</u> 1: 3 passenger (w/lift) 1: 6 passenger <u>1 Expedition</u> 1: 7 passenger (w/lift)

COUNTY TOTALS			
Total Buses	Total Vans	Total Other	Total Capacity
53	29	11	2930

THIS PAGE INTENTIONALLY HAS NO DATA

RESOURCES: HEAVY EQUIPMENT/SPECIAL TEAMS / SERVICES

<u>Company/Contact</u>	<u>Address</u>	<u>Phone</u>	<u>Kinds and numbers of equipment, NIM Types</u>
<u>Government Resources</u>			
Banner County Highway Department Toby Tyler		308-436-4460 308-225-0091 TT	2 Payloaders, 6 Road Graders, 2 Gravel Trucks, 1 Water Trailer, 1 Backhoe Loader, 3 Snow Plows, 3 Tractor/Trailers, 2 Wheel Loaders
Nebraska Games and Parks	- State Recreation Area Lake Minatare	308-783-2911 LM 308-641-1995 DT	SRA – 2 - Tractors
Dan Thornton Russ McKeehan	- Wildcat Hills Shop 4235 Hwy 71 Gering	308-436-6980WH 308-436-3777 RM 308-631-5387 RM	WH – 3- Tractors w/Front Loaders
<u>Private Resources</u>			
Nebraska Machinery Cindy Warren	2705 North 10 th St Gering, NE 69341	308-632-6163 800-898-6238 308-220-3424	2 Wheel Loaders, 1 Excavator, 1 Backhoe, 2 Motor Graders, 1 Track Dozer, 1 400KW Generator
Anderson-Shaw Construction Steve Shaw/Rick Anderson	710 Avenue I Scottsbluff	308-632-2570 308-631-2229 SS 308-631-5341 RA	1 – Wheel Front Loader, 3 – Case 75 & 85 Bob Cat Skid Loaders, 1 – On-road Dump Trailer, 1 – Track Dozer, 1 – Track Backhoe, 3 – Electrical Generators, 3 – On-road Dump Trucks (2 – 10 cyd & 1 – 5 cyd), 1 – Motor Grader, 1 – Wheel Crane, 4 – Flat Bed Trailers
Contractor’s Materials Greg Beliel	117 South Beltline Highway West	308-632-5631 308-632-3066	1- Fork Lift

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Ditch Witch of Nebraska Mike Adkins	3030 Red Barn Dr. Gering	308-635-8135 308-672-2776	1 – Backhoe, 2 – Mini-Excavators, 3 – Ditch Witch Trenchers w/Backhoe, 3 – Flat Bed Trailers
21st Century Equipment	3609 Bison Street Scottsbluff	308-632-4440 308-464-0014	John Deere Dealer: 5 – Tractors, 1 – Flat Bed Trailer, 1 – Crane(Tele Handler) 2 Gators
Scott Helt			
Murphy Tractor & Equipment Max Miller	220810 Highway 92 Gering	308-436-2177 308-631-1222	John Deere: 30 Tractors, 3 – Backhoe Loaders, 3 – Crawler Cranes, 3 – Track Dozers, 3 – Wheel Dozers, 3 Wheel Loaders
Paul Reed Construction Paul Reed/Adam Reed/Randy Kleager Jeff Watkins	2970 North 10 th St., Suite 1 Gering	308-635-2213 308-631-0185 PR 308-641-1153 AR 308-631-4747 RK 308-641-4937 JW	6 – Backhoes, 2 – Motor Graders, 7 – Hydraulic Excavators, 6 – Wheel Loaders, 10 – Flatbed Trailers, 10 – On-road Dump Trucks, 8 – Skid Steers, 2 – Dump Trailers, 3 – Electric Generators, 3 – Light Trailers, 3 – Water Trucks
Sandberg Equipment, Inc	160085 Hwy 71 Gering, NE 69341	308-436-2179 308-641-2838	1 On Road Dump Truck, 1 Wheel Loader, 2 Bobcat Loaders, 1 Flat Bed, 1 Back Hoe 5 Generators from 1000W up.
Kelly Sandberg			
Simon Contractors Grant Hinze	1018 South Beltline Highway East Scottsbluff	308-632-4111 308-631-2161	1 – Motor Grader, 3 – Wheel Loaders, 1 – Backhoe, 1 – Water Truck, 2 – On-road Dump Trucks
<u>Excavating Contractors</u>			
Caylor and Genz Earth Movers Rick Caylor Jim Genz	East Hwy 26 Torrington	307-532-5350 307-534-5956 RC 307-534-5594 JG	4 – Hydraulic Excavators, 2 – Track Dozers, 3 – On-road Dump Trucks, 4 – Wheel Loaders, 2 – Motor Graders, 3 – Water Trucks, 2 – Flat Beds with cabs, 1 - Backhoe
Concrete Cattle Company	Harrisburg	308-436-3832	

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Government Resources
Region 22 Emergency Management

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Communications Support Team (CAP)	15	P, E	0	HAM Operator Coordinator and Assistant Coordinator	N/A	N/A
Critical Incident Stress Management Team	8	P.	3	Nebraska State Patrol Troop E Critical Incident Stress Management Team	N/A	N/A
Mobile Command Vehicle	2, 5	P,E,V	2	40' Motor Home w/ Comms and Planning Area	MCV 22	2004
Car	5	E,V	0	Ford Explorer	22	2013
Incident Commanders	C2	P.E.	4	7 Trained ICT4-AH	N/A	N/A
Logistics Section Chief	C2	P.E.	3	1 Trained LSC3-AH	N/A	N/A
EOC Manager	5	P.	0	3 Trained Emergency Operation Center Managers	N/A	N/A
Planning Section Chief	C2	P.E.	4	9 Trained PSC4-AH	N/A	N/A
Public Information Officers	C2	P.E.	0	3 Trained PIO 290	N/A	N/A
Trailer for Mass Casualties	8	E.	0	PN Trailer w/Mass Casualties	N/A	2005
Trailer w/Mobile Repeater	2	E.	0	PN Trailer w/Mobile Repeater	N/A	2004
Volunteer Coordinator	C2	P. E.	0	1 Trained Volunteer Coordinators	N/A	N/A

Government Resources
Scotts Bluff County Road/Bridge/Flood Control

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Excavator	3	P, E	0	GRADALL Excavator	1000	2001
Excavator	3	P,E	0	GRADALL Chassis	1000A	2001
Excavator	3	P,E	0	JOHN DEERE EXCAVATOR	1003	1998
Trailer, Flatbed	3	E	0	TRAIL KING TRAILER	1003 A	1998
Backhoe	3	P,E	0	JOHN DEERE BACKHOE	1004	1996
Tractor	3	P,E	0	CATERPILLAR TRACTOR/CRAWLER	1005	1974
Dozer	3	P,E	0	CATERPILLAR TRACTOR/DOZER	1006	2008
Mower	3	E	0	MOWER TRACTOR	1010	1984
Mower	3	E	0	TERRAIN KING BAT WING MOWER	1010A	1998
Mower	3	E	0	John Deere ROTARY MOWER	1010B	2011
Front End Loader	3	P,E	0	JOHN DEERE LOADER	1101	1999
Front End Loader	3	P,E	0	CATERPILLAR LOADER	1201	2003
Tractor	3	P,E	0	JD TRACTOR	1209	1968
Dozer	3	P,E	0	Caterpillar Angled Dozer	1209 A	
Front End Loader	3	P,E	0	CATERPILLAR LOADER	1302	1994
Grader	3	P,E	0	JOHN DEERE MOTOR GRADER	2105	2010
Snow Plow	3	E	0	BALDERSON SNOW PLOW	2105 A	1982
Grader	3	P,E	0	JOHN DEERE MOTOR GRADER	2106	2010
Snow Plow	3	E	0	BALDERSON BVS880 SNOW PLOW	2106 A	
Grader	3	P,E	0	CATERPILLAR MOTOR GRADER	2108	1999
Snow Plow	3	E	0	BALDERSON SNOW PLOW	2108 A	
Grader	3	P,E	0	JOHN DEERE 670D MOTOR GRADER	2109	2007
Snow Plow	3	E	0	FALLS SNOW PLOW	2109 A	
Grader	3	P,E	0	672G JOHN DEERE MOTORGRADER	2110	2013
Grader	3	P,E	0	CATERPILLAR 12M3 MOTOR GRADER	2203	2016
Grader	3	P,E	0	CATERPILLAR MOTOR GRADER	2204	2006
Grader	3	P,E	0	CATERPILLAR 140H MOTOR GRADER	2205	2000
Snow Plow	3	E	0	HENKE SNOW PLOW	2205 A	
Snow Plow	3	E	0	HENKE SNOW PLOW	2206A	1976
Scarifier	3	E	0	HENKE SCARIFIER	2206B	1976
Snow Plow	3	E	0	RYLIND SNOW PLOW	2207A	1978
Grader	3	P,E	0	JOHN DEERE MOTOR GRADER	2208	2007
Grader	3	P,E	0	CATERPILLAR MOTOR GRADER 12M3	2303	2016
Snow Plow	3	E	0	BALDERSON SNOW PLOW	2305A	
Grader	3	P,E	0	JOHN DEERE 670G MOTOR GRADER	2306	2013
Snow Plow	3	E	0	Balderson Snow Plow	2306A	
Grader	3	P,E	0	CATERPILLAR MOTOR GRADER	2307	1996
Snow Plow	3	E	0	BALDERSON BVS8'8 SNOW PLOW"	2307A	1976
Grader	3	P,E	0	JOHN DEERE MOTOR GRADER	2308	2005
Scarifier	3	E	0	Scarifier	2308A	
Grader	3	P,E	0	JOHN DEERE 770G	2310	2015
Snow Plow	3	E	0	L-W Henke Snow Plow	2310A	
Pickup	3	V	0	2015 Ford Truck	40	2015
Pickup	3	V	0	CHEV SILVERADO 350	4002	2008
Pickup	3	V	0	FORD PICKUP - SIGN	4004	2008
Generator	3	E	0	HONDA GENERATOR	4004A	
Pickup	3	V	0	FORD PICKUP	4005	2006
Trailer, Flatbed	3	E	0	TANDEM AXLE PJ TRAILER	4005A	2015
Skid Steer	3	E	0	JOHN DEERE SKID STEER LOADER	4006	2015
Fork Lift Forks	3	E	0	10005 Forks	4006A	2015
Pickup	3	V	0	CHEVROLET PICKUP	4007	2005
Pickup	3	V	0	CHEVROLET SILVERADO K1500	4008	2013
Pickup	3	V	0	CHEVROLET PICKUP	4009	2002
Pickup	3	V	0	FORD TRUCK	4010	1996
Truck, Semi	3	V	0	FREIGHTLINER TRACTOR/TRUCK	4011	1992
Van	3	V	0	CHEVROLET UPLANDER VAN	4014	2006
Truck, Semi	3	V	0	FREIGHTLINER TRUCK	4015	1992
Sander	3	E	0	FORD TRUCK Sander	4016	1995
Sander	3	E	0	HIGHWAY SLIDE IN SANDER	4016A	1996
Truck, Semi	3	V	0	ISUZU 2.5 TON CAB/CHASSIS	4017	2016
Paint Striper	3	E	0	EZ LINER PAINT STRIPER	4017 A	2016

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Pickup	3	V	0	Ext Cab 1/2 Ton 4x4 Pickup	4020	2011
Truck, Semi	3	V	0	White Freightliner CA125	4021	2013
Trailer, Flatbed	3	E	0	Midland Belly Dump Trailer	4021A	1999
Truck, Semi	3	V	0	Freightliner-Cascadia	4022	2012
Trailer, Belly Dump	3	E	0	Midland Belly Dump Trailer	4022A	1999
Truck, Semi	3	V	0	Freightliner-CA125	4023	2013
Trailer, Flatbed	3	E	0	KALYN SLIDING AXLE TILT TRLR	4023A	1999
Trailer	3	E	0	Utility Box 4x4	4024	2015
Pickup	3	V	0	2000 Chevy	41	2000
Pickup	3	V	0	FORD PICKUP	4100	2008
Truck, Straight	3	V	0	INTERNATIONAL TRUCK	4101	1990
Sander	3	E	0	HENDERSON FSH499SS STAINLESS SANDER	4101 A	
Truck, Semi	3	V	0	CHEVROLET C7H064 TRUCK	4102	2000
Snow Plow	3	E	0	GLEDHILL SNOW PLOW	4102 A	
Pickup	3	V	0	CHEVY SILVERADO 4 DOOR EXTEND	4103	2016
Truck, Semi	3	V	0	FREIGHTLINER	4105	2016
Snow Plow	3	E	0	MONROE SNOW PLOW	4105A	2016
Spreader	3	E	0	Monroe MS968 Spreader-Stainless Steel	4105B	
Snow Plow	3	E	0	GLEDHILL SNOW PLOW	4106 A	
Truck, Semi	3	V	0	Freightliner	4107	2019
Snow Plow	3	E	0	Monroe Snowplow	4107A	2018
Spreader	3	E	0	Monroe Spreader	4107B	2018
Truck, Semi	3	V	0	FREIGHTLINER TRUCK	4108	2005
Water Tank	3	E	0	WATER TANK	4108A	
Pickup	3	V	0	CHEVROLET PICKUP	4110	2004
Pickup	3	V	0	CHEVROLET CK10903 PICKUP	4111	2012
Pickup	3	V	0	2006 Ford	42	2006
Pickup	3	V	0	FORD PICKUP	4200	2009
Pickup	3	V	0	CHEVROLET PICKUP	4201	2005
Air Compressor	3	E	0	Air Compressor	4201A	2018
Dump Truck	3	V	0	INTERNATIONAL 7400SFA TRUCK	4202	2012
Pickup	3	V	0	CHEVROLET PICKUP	4203	2012
Pickup	3	V	0	CHEVROLET PICKUP	4205	2002
Dump Truck	3	V	0	FREIGHTLINER TRUCK	4206	2004
Dump Truck	3	V	0	FREIGHTLINER TRUCK	4207	2013
Snow Plow	3	E	0	MONROE SNOW PLOW	4207 A	
Sander	3	E	0	Monroe Tailgate Sander	4207B	2018
Pickup	3	V	0	CHEVROLET 4DR EXTEND CAB 4X4	4209	2016
Pickup	3	V	0	2012 Chevy	43	2012
Pickup	3	V	0	CHEVROLET CK10903 PICKUP	4301	2012
Pickup	3	V	0	CHEVROLET PICKUP	4302	2004
Pickup	3	V	0	FORD F150 PICKUP	4303	2008
Dump Truck	3	V	0	FREIGHTLINER TRUCK	4306	1999
Dump Truck	3	V	0	FREIGHTLINER TRUCK	4307	2007
Snow Plow	3	E	0	HENKE SNOW PLOW	4307A	
Dump Truck	3	V	0	FREIGHTLINER TRUCK	4308	2015
Snow Plow	3	E	0	MONROE SNOW PLOW	4308A	
Sander	3	E	0	Monroe Tailgate Sander	4308B	2018
Pickup	3	V	0	CHEVROLET 4DR EXTEND CAB 4X4	4309	2016
Dump Truck	3	V	0	FREIGHTLINER TRUCK	4310	2005
Pickup	3	V	0	2005 Chevy	47	2005
Trailer, Flatbed	3	E	0	HYSTER C25TA LOW BED TRAILER	5001	1973
Air Compressor	3	E	0	SULLAIR AIR COMPRESSOR	5007	2003
Pump, Water	3	E	0	HONDA WATER PUMP	5010	2006
Power Washer	3	E	0	HONDA 2500 POWER WASHER	5011	2006
Trailer, Enclosed	3	E	0	TOOL TRAILER - BRIDGE	5015	1968
Trailer, Flatbed	3	E	0	TRAILER	5020	1976
Welder	3	E	0	MILLER BOBCAT WELDER	5020A	
Roller	3	P,E	0	TANDEM RUBBER TIRE ROLLER	5027	
Trailer, Flatbed	3	E	0	JEAGER WATER PUMP TRAILER	5101	1963
Power Washer	3	E	0	DIESEL PRESSURE WASHER	5104	2018
Pump, Water	3	E	0	6.5 HP HONDA MOTOR AND WATER PUMP	5105	2016
Welder	3	E	0	LIBBY WELDER	5202	1972
Trailer, Flatbed	3	E	0	JAMES TRAILER	5203	1996

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Power Washer	3	E	0	Mi T M Hot Water Power Washer	5204	2018
Power Washer	3	E	0	Mi T M Hot Water Power Washer	5304	2018
Roller	3	E	0	SHEEPFOOT DUAL ROLLER S2	6001	1960
Fork Lift Forks	3	E	0	NISSAN Fork Lift JPD110H	6003	2005
Sheepfoot Roller	3	E	0	SHEEPFOOT ROLLER	6004	1969
Tamper	3	E	0	CASE VIBRATING SL 2 PLATE TAMPER	6005	1989
Pickup	3	V	0	Chevy Ext Cab	7007	2012
UTV	3	V	0	Gator Side By Side	Gator	
UTV	3	V	0	Kubota Side By Side	Kubota1	

Government Resources
Scotts Bluff County Sherriff

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Car	13	V.	0	Chevy Impala	21-AK51	2011
Car	13	V.	0	Chevy Impala	21-B198	2009
Car	13	V.	0	Ford Explorer	21-F921	2011
Car	13	V.	0	Ford Fusion	21-S212	2011
Car	13	V.	0	Dodge Charger	42978	2012
Car	13	V.	0	Dodge Charger	42979	2012
Car	13	V.	0	Ford Explorer	43700	2013
Car	13	V.	0	Ford Explorer Patrol Car	43713	2015
Car	13	V.	0	Ford Explorer Patrol Car	43715	2015
Pickup	13	V.	0	Ford F150 Patrol Car	43717	2014
Car	13	V.	0	Ford Escape	43719	2014
Van	13	V.	0	Ford F350 Van Prisoner Transport	43720	2014
Car	13	V.	0	Ford Explorer Patrol Car	43725	2016
Car	13	V.	0	Ford Explorer Patrol Car	43726	2016
Car	13	V.	0	Dodge Charger Patrol Car	46309	2019
Car	13	V	0	Dodge Durango Patrol Car	46310	2020
Car	13	V.	0	Dodge Charger Patrol Car	46312	2019
Car	13	V.	0	Chevy Caprice	46318	2017
Car	13	V	0	Ford Explorer Patrol Car	46319	2018
Car	13	V	0	Ford Explorer Patrol Car	46320	2018
Car	13	V.	0	Ford Explorer Patrol Car	46322	2017
Trailer	13	E	0	Great Lakes Enclosed 5 X 10 Homeland Security Trailer	N/A	2004

Government Resources
Scottsbluff Fire

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Boat	9	P, E.	0	ZOD Zodiac Rescue Boat with 20 hp Mercury	ZOD	1987
Bus	9	P.E.V.	0	Bluebird Dive Bus with cascade system	Dive Bus	2000
Pickup	4	V.	0	Chevrolet 1500 4WD Crew Cab	Unit 2	2020
Rescue	9	P,E,V	1	SVI Heavy Rescue	Rescue 1	
Collapse Search and Rescue Team	9	P.E.V.	1	Collapse Search and Rescue Team – Minor Equipment Not Readily Available (Nail gun; Cutting torch)	N/A	N/A
Engine, Wildland Type VI	4	P.E.V.	6	Dodge 3500 4WD Crew Cab 300gl/70gpm	Brush 1	2008
Engine, Structural Type I	4	P.E.V.	1	KME Pumper 750gl/1500gpm	Engine 1	2016
Engine, Structural Type I	4	P.E.V.	1	Freightliner FL70 750gl/1500gpm	Engine 2	1997
HazMat Entry Team	10	P.E.V.	1	HazMat Entry Team		
Jet Ski	9	P, V.	0	Sea Doo Model 5596 GTX D-1 Water Craft	JET SKI	2002
Pickup	4	P.E.V.	0	Ford F150 Cmd Vehicle	Unit 1	2017
Dive Team	9	P.E.V.	3	Public Safety Dive Team – Some Components are Type 1 or 2 (Refill Air Bottles on Site; No Umbilical Hoses; Do Not have Six Training Dives per Year; Scottsbluff Police has Evidence Collecting Component	N/A	N/A
Swiftwater/Flood Search and Dive Rescue Team	9	P.E.V.	1	Swiftwater/Flood Search and Dive Rescue Team – Some Components are Type 2 or 3 (EMT-B(1); BLS; No Technical Rope Rescue; 60 Hours of Training; Access to Helicopter Only; No Aircraft Radio; No Communications; No Logistics	N/A	N/A
Truck, Aerial	4	P.E.V.	0	Pierce Arrow XT 100' Platform 300gl/1500gpm	Tower 1	2010
Van	1	V	0	Chevrolet G30 Van	11	2000

Government Resources
Scottsbluff Police

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Bomb Squad/Explosive Team	13	P.E.V.	1	w/Complete Robot System, Bomb Squad Hand Tools, Digital Camera, X-ray System, 2 – P.A.N., Intrinsically Safe In-Suit Communications Capability, Primary Response Vehicle, Dedicated Equipment Trailer and Mobile Containment Trailer Federal and State Certified Hazardous Device Team	N/A	N/A
Special Weapons and Tactics Team	13	P,E,V	3	Team is made up of members from the Police Departments of the Cities of Scottsbluff and Gering and the Scotts Bluff County Sheriff's Department	N/A	N/A
Car	13	P.E.V	0	Ford Explorer Patrol Car	Car 1	2017
Car	13	P.E.V	0	Ford Explorer Patrol Car	Car 2	2018
Car	13	P.E.V.	0	Dodge Charger Patrol	Car 3	2007
Car	13	P.E.V.	0	Ford Explorer Patrol Car	Car 4	2020
Car	13	P.E.V.	0	Ford Explorer Patrol Car	Car 5	2008
Car	13	P.E.V.	0	Dodge Charger Patrol Car	Car 6	2015
Car	13	P.E.V.	0	Ford Explorer Patrol Car	Car 7	2018
Car	13	P.E.V.	0	Ford Explorer Patrol Car	Car 8	2020
Car	13	P.E.V.	0	Ford Explorer Patrol Car	Car 9	2017
Car	13	P.E.V.	0	Ford Explorer Patrol Car	Car 10	2016
Pickup	13	V.	0	Chevrolet 2500	Car 11	2004
Car	13	V.	0	Dodge Caravan / Animal Control	Car 13	2019
Car	13	V.	0	Ford F150	Car 14	2002
Car	13	V.	0	Ford Fusion	Car 15	2010
Van	13	V.	0	Chevrolet SWAT Van	Car 16	1995
Car	13	V.	0	Ford Fusion	Car 17	2019
Car	13	V.	0	Chevrolet Malibu	Car 18	2009
Car	13	P.E.V.	0	Ford Fusion	Car 19	2014
Car	13	V.	0	Toyota RAV 4 SUV	Car 20	2018
Car	13	V.	0	Ford Fusion	Car 21	2015
Pickup	13	P.E.V.	0	Ford F150/Compliance Officer	Car 26	2001
Car	13	P.E.V.	0	Ford Fusion	Car 23	2010
Car	13	V.	0	Ford Fusion	Car 24	2014
Trailer	13	V.	0	Bomb Containment Trailer	N/A	N/A
Car	13	P.E.V.	0	Ford Fusion Car	Car 25	2010
Pickup	13	P.E.V.	0	Ford F350/EOD	Car 27	2017

Government Resources
Scottsbluff Environmental Services

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Dump Truck	3	P,E,V		Dump Truck	837	1979
Pickup	3	V		F-150	800	1993
Fork Lift	3	P,E		Fork Lift P2700	809	1992
Baler	3	E		Baler	860	1993
Trailer, Recycling	3	E		Recycling Trailer RSWT-3000	861	1999
Trailer, Recycling	3	E		Recycling Trailer RSWT-3000	862	1999
Trailer, Recycling	3	E		Recycling Trailer RSWT-3000	863	1999
Pickup	3	V		F-150	802	2002
Loader, Skid Steer	3	P,E		Skid Steer Loader 773T	838	2000
Loader, Wheeled	3	P,E		Wheel Loader 928G	830	2002
Pickup	3	V		F-250	899	2001
Trailer, Semi	3	E		Semi Trailer	852	1983
Fork Lift	3	P,E		Fork Lift JP35LP	808	2002
Pickup	3	V		3/4 Ton w/ Utility Box	814	2003
Trailer, Recycling	3	E		Recycling Trailer	864	2003
Truck, Refuse	3	P,E,V		EMCO Refuse Truck	828	2007
UTV	3	V		TS Utility Gator	835	2007
Truck, Rapid Rail	3	P,E,V		Rapid Rail Truck	816	2008
Truck, Rear Loader	3	P,E,V		Rear Loader Truck	827	2006
Trailer, Semi	3	E		Semi Trailer	856	2001
Truck, Rapid Rail	3	P,E,V		Rapid Rail Truck	818	2012
Loader, Wheeled	3	P,E		Wheel Loader 524K	829	2012
Truck, Refuse	3	P,E,V		EMCO Truck	812	2012
Pickup	3	V		Pickup Truck	801	2013
Trailer, Semi	3	E		Semi Trailer	853	2002
Truck, Rapid Rail	3	P,E,V		Rapid Rail Truck	824	2013
Shredder, Metal	3	P,E		Shredder DW2060K	833	2013
Trommel Screen	3	P,E		Trommel Screen SM720	865	2013
Compost Turner	3	P,E		Compost Turner	866	2014
Truck, Rear Loader	3	P,E,V		Rear Loader Truck	825	2015
Loader, Wheeled	3	P,E		Wheel Loader 926M	831	2015
Truck, Refuse	3	P,E,V		EMCO Truck	815	2016
Truck, Refuse	3	P,E,V		EMCO Truck	820	2017
Fork Lift	3	P,E		Fork Lift 2P3500	857	2011
Tractor	3	P,E		Tractor	858	2019
Mower Deck, Rotary	3	E		Rotary Mower Deck	868	2019
Truck, Rapid Rail	3	P,E,V		Rapid Rail Truck	813	2020
Tractor w/ Mower Deck 480D	3	P,E		Tractor w/ Mower Deck 480D	836	1984
Battery Charger	3	E		Battery Charger	869	1992
Welder	3	E		Ideal ARC Mig Welder	870	1993
Shop Press	3	E		F-Tech shop press 60,000lbs	871	1992
Bandsaw	3	E		F-Tech metal cutting bandsaw	872	1992
Baler	3	E		Baler	873	1997
Trailer, Semi	3	E		Semi Trailer	855	1991
Pickup	3	V		F-350	819	1997
Trailer	3	E		Trailer	861	1992
Welder	3	E		Welder	874	2000
Chainsaw	3	E		Chainsaw	875	2002
Flourescent light bulb recycling machine	3	P,E		Flourescent light bulb recycling machine	876	2004
Pressure Washer	3	E		Gas Hot water washer	877	2006
Brush rake grapple forks	3	E		Brush rake grapple forks	878	2009
Parts Washer	3	E		Parts Washer	879	2010
Pressure Washer	3	E		Pressure Washer	880	2011
Semi Trailer	3	E		Semi Trailer	881	2000
Welder	3	E		Welder	882	2013
Chainsaw	3	E		18" Stihl chainsaw	883	2016
Plasma Cutter	3	E		Plasma Cutter	884	2016
Weed Trimmer	3	E		Weed Trimmer	885	2017
Welder	3	E		Mig Welder	886	2019

**Government Resources
Scottsbluff Transportation**

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	3	V		Silverado K1500	400	2019
Pickup	3	V		F-150	402	1999
Trailer, Flatbed	3	E		Flatbed Trailer	403	1998
Pickup	3	V		F-250	404	2017
Snow Plow	3	E		Snow Plow Blade	404A	2016
Trailer, Flatbed	3	E		Barricade Trailer	405	1987
Trailer, Flatbed	3	E		Utility Trailer	406	2014
Pickup	3	V		Silverado K2500	407	2015
Snow Plow	3	E		Snow Plow Blade	407A	2014
Pickup	3	V		F-150	408	2010
Pickup	3	V		F-250	410	2015
Trailer, Flatbed	3	E		Utility Trailer	423	2002
Vac, Flatbed	3	E		Shredder Vac	424	2003
Pickup	3	V		3500	425	2003
Blower, Leaf	3	E		Leaf Blower	426	2010
Blower, Leaf	3	E		Leaf Blower	427	2010
Pickup	3	V		Ram 3500C	430	2012
Forklift	3	P,E		Fork Lift	431	1993
Pickup	3	V		F-350SD	432	1999
Pickup	3	V		F-350	433	2011
Tractor	3	E		Tractor w/ Cab	435	2013
Mower	3	E		Rotary Mower CX15	435A	2007
Pickup	3	V		F-3500	436	2003
Pickup	3	V		F-250	438	2016
Truck, Dump On Road	3	P,E,V		Dump Truck	439	2017
Snow Plow	3	E		Snow Plow Blade	439A	2017
Spreader	3	E		Salt Spreader	439B	2016
Truck, Dump On Road	3	P,E,V		Dump Truck w/ Snow Plow	441	2014
Spreader	3	E		Salt Spreader	441A	2010
Truck, Dump On Road	3	P,E,V		Dump Truck w/ sanding unit and blade	442	1999
Spreader	3	E		Salt Spreader E2500	442A	2010
Truck, Dump On Road	3	P,E,V		Dump Truck M2106	4042	2009
Truck, Dump On Road	3	P,E,V		Dump Truck M2106	443	2008
Truck, Dump On Road	3	P,E,V		Dump Truck FL70	444	2002
Snow Plow	3	E		Snow Plow Blade	444A	2018
Spreader	3	E		Salt Spreader	444B	2010
Truck, Dump On Road	3	P,E,V		Dump Truck w/ sanding unit and blade	4044	1996
Spreader	3	E		Salt Spreader E2500	4044A	2010
Truck, Water	3	P,E,V		F-800	445	1990
Tank, Water	3	E		Flusher Tank	445A	1990
Truck, Dump On Road	3	P,E,V		Dump Truck FL80	4045	2000
Grader	3	P,E		Motor Grader 670D	446	2005
Grader	3	P,E		Motor Grader 120H	447	1996
Sweeper, Truck Mounted	3	P,E,V		Broom Badger	449	2015
Sweeper, Truck Mounted	3	P,E,V		Crosswind Sweeper	450	2018
Snow Plow	3	E		Snow Plow BMG13	451	1970
Snow Blower	3	P,E		Rotary Snow Blower MP3D	4051	1994
Loader, Wheeled	3	P,E		Wheel Loader 544H w/ bucket	452	2000
Loader, Wheeled	3	P,E		Wheel Loader 544G	453	1996
Trailer, Flatbed	3	E		Trailer	455	1991
Truck	3	P,E,V		1 Ton TR31003	456	1989
Truck, Bucket	3	P,E,V		Bucket Truck F550	462	2006
Lift, Aerial	3	E		Bicket SST40EIH	462A	2006
Asphalt Kettle	3	E		Asphalt Kettle 250DC	466	2012
Compressor, Air	3	E		Air Compressor 185CFM	472	2002
Backhoe	3	P,E		Backhoe Loader 416F	477	2017
Trencher	3	E		Trench Bucket	477A	2004
HAMR, Flatbed	3	E		Hydraulic Hammer 3691542HAMR	477B	2016
Backhoe	3	P,E		Backhoe 416B	479	1995
Saw, Concrete	3	E		Concrete Saw	481	2009
Trailer, Flatbed	3	E		Trailer	482A	?

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Paint Gun	3	E		Line Lazer IV Paint Gun	483	2009
Paint Gun	3	E		Line Lazer IV 5900 Paint Gun	484	2016
Auger	3	E		Pro Hydra Auger CA25	485A	1999
Sweeper, Truck Mounted	3	P,E,V		Double Motor Drive w/ Broom D32C6	485B	1999
Compactor	3	E		Plate Compactor	486	2019
Planer, Asphalt	3	E		Planer Attachment 50-HT	487	1993
Fogger	3	E		Mosquito Sprayer/Fogger	493	2012
Trailer, Flatbed	3	E		Custom Trailer	493A	2008
Generator	3	E		Generator EZ3500A	494	1996
Stripper, Paint	3	E		Paint Striper 245PP	499	2006
Level	3	E		Automatic Level Kit	4105	2012
Sander	3	E		Belt Sander 5936	4106	1992
Pressure Washer	3	E		Pressure Washer 1454N	4107	2017
Press	3	E		Industrial PressRP50	4109	1991
Band Saw	3	E		Band Saw 1800	4110	?
Screed	3	E		Durascreed	4111	2013
Welder	3	E		Portable Welder Bobcat 225G w/ Onan Engine T216G-I/11077D	4114	1992
Welder	3	E		Portable Welder 210	4115	2007
Snow Blower, Hand	3	E		Hand Snow Blower HS621A	4118	2000
Snow Blower, Hand	3	E		Hand Snow Blower HS621A	4119	2000
Grinder	3	E		Grindlazer DC1021 w/ Line Driver HC	4120	2019
Saw, Cut Off	3	E		Cut off Saw TS420	4121	2012
Chain Saw	3	E		Chain Saw 044AHD	4122	1993
Snow Blower, Hand	3	E		Hand Snow Blower LE3190E	4123	1993
Snow Blower, Hand	3	E		Hand Snow Blower HS520	4124	2009
Grinder	3	E		Grindlazer w/ Drum w/ Line Driver HD	4126	2014
Chain Saw	3	E		Chain Saw	4127	2008
Chain Saw	3	E		Chains Saw	4128	2008
Chain Saw	3	E		Chain Saw 026	4129	1995
Blower, Leaf	3	E		Hand Blower	4130	1998
Blower, Leaf	3	E		Hand Blower	4131	1998
Trimmer	3	E		Weed Trimmer	4132	2010
Planer, Asphalt	3	E		Planer/Liner Miller CPM8	4133	1999
Edger	3	E		Edger Attachment CMP-8	4113A	2007
Compressor, Air	3	E		Air Compressor 2475N5	4134	1999
Generator	3	E		Generator EU3000I	4135	1999
Trimmer	3	E		Weed Trimmer	4136	2015
Scaffolding	3	E		Scaffolding	4137	1999
Hammer Drill	3	E		Hammer Drill	4138	2000
Trimmer	3	E		Weed Trimmer	4142	2015
Cutter	3	E		Plasma Cutter 900	4143	2000
Clamp	3	E		Current Clamp 3000-36-2-1	4145	2001
Dust Collector	3	E		Dust Collector DC650	4146	2001
Trimmer	3	E		Weed Trimmer	4147	2014
Compressor, Air	3	E		Portable Air Compressor	4148	2001
Volt Meter	3	E		30 Volt/Amp Meter	4149	2001
Mower	3	E		High Weed Mower BC2401H	4150	2002
Pressure Washer	3	E		Aqua Stripper Pressure Washer 13400HED	4151	2002
Trimmer	3	E		Weed Trimmer	4152	2008
Trimmer	3	E		Weed Trimmer	4153	2018
Sharpener	3	E		Chain Saw Sharpener NT151635932	4154	2002
Multimeter	3	E		Digital Multimeter	4155	2003
Tester	3	E		Cable Tester	4156	2004
Charger	3	E		Power Surge Charger	4158	2006
Hoist	3	E		Lift Hoist V-Series	4159	2006
Vehicle Analyzer	3	E		Vehicle Analyzer EVO	4160	2009
Generator	3	E		Generator EU3001	4161	2006
Welder	3	E		Portable Welder 135	4162	2007
Vibrator, Screed	3	E		Screed Vibrator S5000	4163	2007
Auger	3	E		Digger/Auger 4313-967-34	4164	2007
Compressor, Air	3	E		Air Compressor 2545E10V	4165	2008

Government Resources
Scottsbluff Development Services

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	1	V		Chevy Silverado 1500	G1	2003
Pickup	1	V		Chevy Silverado 1500	S1	2003

Government Resources
Scottsbluff Water Department

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	1	V		Ram PU	39	2016
Pickup	1	V		F-150 Crew Pickup	42	2018
Pickup	1	V		Ram Pickup 1500 Quad	33	2013
Pickup	1	V		F250 Supercab PU	38	2015
Pickup	1	V		1Ton Crew Chassis 3500	32	2011
Pickup	1	V		Ram Pickup 1500 ST	41	2012
Pickup	1	V		Silverado K1500	40	2020
Truck, Dump On Road	3	P,E,V		Dump Truck 10 Cubic Yards	443	2011
Backhoe	3	P,E		Tractor / Backhoe 1.5 Cubic Yards	77	2007

Government Resources
Scottsbluff Wastewater Department

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Camera, Sewer	3	P,E		ProMaster Van w/sewer camera equip	986	2018
Pickup	1	V		Silverado K1500	931	2020
Camera, Sewer	3	P,E		Combination Sewer Cleaning Machine	987	2012
Truck, Dump On Road	3	P,E,V		Dump Truck 10 Cubic Yards	985	2011
Truck, Flatbed	3	V		1 Ton Chassis Cab Flatbed Truck	950	2008
Pickup	3	V		Pickup w/Utility Body	954	2008
Pickup	1	V		F-150 Pickup	934	2007
Pickup	1	V		Ram Crew Cab 1500 Quad	938	2013
Truck, Sewer Cleaner	3	P,E,V		Vac-Con Sewer Cleaner	984	2004
Pickup	1	V		F-150 Pickup Topper #6837	939	2000
Pump	3	E		Submersible Pump System	991	2010
Loader, Skid Steer	3	E		Skid Steer Loader	989	2009
Mower	3	E		Side Slope Riding Mower	990	2009
Backhoe	3	E		3/4 Ton Trackoe .5 Cubic Yards	933	2005
UTV	3	E		Gator 4 x 2 T5	935	2005
UTV	3	E		Gator 4 x 2 T5	936	2005
Loader, Skid Steer	3	E		Loader	988	1998
Loader, Skid Steer	3	E		Melrose Skid Steer Loader	940	1992
Car	1	V	0	Ford Escape XLS - Stormwater	661	2011

**Government Resources
Scottsbluff Parks Department**

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	3	V		Silverado 2500 3/4 T.	300	2001
Pickup	3	V		F-350 1 T.	301	1999
Pickup	3	V		Silverado 3500 1T.	318	2000
Pickup	3	V		F-350 1T.	319	1992
Pickup	3	V		F-350 Bucket Truck 1 T.	320	1990
Pickup	3	V		F-350 1 T.	338	1996
Truck, Dump	3	P,E,V		Dump Truck	343	1988
Pickup	3	V		Silverado 1500 1/2 T.	304	2009
Pickup	3	V		F-250 3/4 T.	326	2016
Pickup	3	V		F-150 1/2 T.	322	1999
Pickup	3	V		F-150 1/2 T.	396	2000
Pickup	3	V		F-250 3/4 T.	317	2006
Pickup	3	V		Silverado 1500 1/2 T.	323	2006
Pickup	3	V		F-150 1/2 T.	325	2001
Pickup	3	V		Silverado 2500 3/4 T.	336	2003
Pickup	3	V		Silverado 1500 1/2 T.	309	2005
Pickup	3	V		F-150 1/2 T.	302	2004
Pickup	3	V		Ram 1500 1/2 T.	303	2013
Pickup	3	V		CJ-5	440	1982
Pickup	3	V		Silverado 1500 1/2 T.	307	2005
UTV	3	V		Mule w/ Blade	305	1998
UTV	3	V		Gator	334	1997
UTV	3	V		Gator Sprayer	337	2004
UTV	3	V		RTV900	335	2007
UTV	3	V		TX Gator	332	2010
UTV	3	V		TX Gator	333	2010
UTV	3	V		TX Gator	331	2010
UTV	3	V		Golf Cart	312	1999
UTV	3	V		Uforce 1000	321	2020
Loader, Wheeled	3	E		Tractor w/ Loader 1026R	330	2011
Loader, Wheeled	3	E		Loader 210-c	308	1989
Loader, Wheeled	3	E		Tractor w/ Loader 4410	339	2005
Tractor	3	E		Tractor 5425	311	2006
Tractor	3	E		Tractor MF2706E	310	2018
Mower	3	E		Z-Trac	340	2016
Mower	3	E		Broom, Blade, Mower F2680E	306	2013
Mower	3	E		Broom, Blade, Mower F2680E	324	2013
Mower	3	E		Broom, Blade, Mower F2680E	315	2013
Snow Blower	3	E		Snow Blower, Blade, Mower F2690E	314	2020
Mower	3	E		Mower Deck	356	2018
Mower	3	E		Wide Area Mower	397	2013
Mower	3	E		Wide Area Mower 1600	398	2016
Mower	3	E		Wide Area Mower 1600	399	2016
Mower	3	E		Wide Area Mower 1600	395	2019
Mower	3	E		Tri-Deck pull Mower TD92	362	2006
Trencher	3	E		Trencher 1220	343	1986
Spreader	3	E		Crop Top Dresser	360	2005
Chipper	3	E		Wood Chipper 1250 Turbo	361	1996
Aerator	3	E		Aerator Pull Type	366	
Aerator	3	E		Aerator Pull Type	367	
Scraper	3	E		Pull Type Box Scraper		2014
Trailer, Flatbed	3	E		Trailer 2-wheel	313	1970
Trailer, Flatbed	3	E		Flatbed Trailer	316	1997
Trailer, Flatbed	3	E		Utility Trailer	364	1999
Trailer, Flatbed	3	E		Utility Trailer	365	1999

**Government Resources
Gering Street Department**

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Dump Truck	3	P,V	0	12 CY Dump Truck with Plow/Sander	621-222	2007
Pickup	3	V	0	1/2 Ton Pickup Crew Cab 4x4	621-101	2012
Pickup	3	V	0	1 Ton Pickup 4WD, w/Plow	621-103	2009
Dump Truck	3	P,V	0	5 CY Dump Truck with Plow/Sander	621-218	2013
Tar Machine	3	E	0	Tar Machine	621-219	2008
Pickup	3	V	0	1 Ton Pickup with Flat Bed	621-121	2011
Dump Truck	3	P,V	0	10 CY Dump Truck with Plow	621-221	2015
Pickup	3	V	0	1 Ton Pickup with Flat Bed	621-125	2013
Grader	3	E	0	670D Motor Grader	621-326	2006
Loader	3	E	0	3 CY Loader	621-228	2007
Water Truck	3	P,V	0	1600 Gallon Water Truck	621-227	2017
Sweeper	3	E	0	Street Sweeper	621-338	2010
Snow Blower	3	E	0	Snow Blower		2016
Mower	3	E	0	Rotary Mower		2013
Mower	3	E	0	Mower Tractor	621-321	2013

**Government Resources
Gering Water Department**

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	3	V	0	2019 4x4 Ext. Cab Pickup	202-101	2019
Pickup	3	V	0	2015 4x4 Ext. Cab Pickup	202-102	2015
Pickup	3	V	0	2018 4x4 Ext Cab Pickup	202-103	2018
Snow Plow	3	E	0	2014 4x4 Ext Cab W/Snow Plow	202-107	2014
Pickup	3	V	0	2003 Regular Cab Pickup	202-110	2003
Pickup	3	V	0	2018 2x2 Ext Cab Pickup	202-112	2018
Air Compressor	3	E	0	Air Compressor	202-301	
Trailer, Flatbed	3	E	0	Saw Trailer	202-408	
Trailer, Flatbed	3	E	0	Pusher Trailer	202-410	

**Government Resources
Gering Wastewater Department**

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	3	V	0	2011 3/4 Ton 4x4 Pickup	203-111	2011
Pickup	3	V	0	2014 Ext Cab 4x4 W/ Utility Box	203-115	2014
Sewer Jet	3	E	0	2013 Combination Sewer Jet	203-297	2013
Backhoe	3	E	0	Backhoe	203-308	
Concrete Saw	3	E	0	Concrete Saw 31 Hp		
Sewer Camera	3	E	0	Sewer Camera & Trailer	203-401	
Air Compressor	3	E	0	Leroi Air Compressor	203-302	

Government Resources
Gering Sanitation Department

RESOURCE	ESF CAT#	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG
FRONT END LOADER	3	P.E.V.	3	JOHN DEERE 344 J	204-3L5	2007
FRONT END LOADER	3	P.E.V.	3	CATERPILLAR 914G	204-3L6	2011
DOZER	3	P.E.V.	0	JOHN DEERE 750J	204-3L1	2006
SCRAPER	3	P.E.V.	3	JOHN DEERE 762B	204-312	1995
EXCAVATOR (TRACK)	3	P.E.V.	0	JOHN DERRE 180G	N/A	2014
FWD TRACTOR	3	P.E.V.	3	JOHN DEERE 6415	203-324	2004
COMPACTOR (WHEEL)	3	P.E.V.	0	ALJON	N/A	2016
SKIDSTEER (WHEEL)	3	P.E.V.	3	BOBCAT S650	N/A	2014
FORKLIFT	3	P.E.V.	3	NISSAN 50	N/A	2012
SHREDDER	3	P.E.V.	3	SHREDDER	N/A	2016
ROLL-OFF TRUCK	3	P.E.V.	0	WESTERN STAR	G12	2019
ROLL-OFF TRUCK	3	P.E.V.	0	FREIGHTLINER M2-112	G9	2011
ROLL-OFF TRUCK	3	P.E.V.	0	FREIGHTLINER M2-106	G6	2008
GARBAGE TRUCK	3	P.E.V.	0	FREIGHTLINER 114SD	G13	2019
GARBAGE TRUCK	3	P.E.V.	0	FREIGHTLINER 1145D	G11	2017
GARBAGE TRUCK	3	P.E.V.	0	FREIGHTLINER SD108	G10	2013
GARBAGE TRUCK	3	P.E.V.	0	FREIGHTLINER M2-106	G8	2011
GARBAGE TRUCK	3	P.E.V.	0	FREIGHTLINER M2-106	G1	2008
GARBAGE TRUCK	3	P.E.V.	0	FREIGHTLINER FL80	G5	2003
PICKUP	3	V.	0	FORD F-150 CREW CAB	204-138	2017
PICKUP	3	V.	0	DODGE 1500 CREW CAB	204-136	2008
PICKUP	3	V.	0	DODGE 1500 4WD	N/A	2005
PICKUP	3	V.	0	CHEVY 2500 SERVICE BOX	204-135	2003
PICKUP	3	V.	0	FORD FLATBED	621-129	1997
PICKUP	3	V.	0	FORD FLATBED	204-132	2000
WATER TRUCK	3	V.	0	STERLING LT9500	G7	2001

Government Resources
Gering Electric Department

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Pickup	12	V	0	Ford 1/2 ton pickup	201-101	
Pickup	12	V	0	Ford 1 ton pickup	201-110	
Pickup	12	V	0	Ford 1 ton pickup	201-105	
Pickup	12	V	0	Ford 1/2 ton pickup	201-140	
Pickup	12	V	0	Ford 1 ton pickup	201-106	
Trencher	12	E	0	Ditch Witch 1977 Trencher	NPN	1977
Bucket Truck	12	P,V	0	Ford Service Bucket Trk.	201-267	
Derrick	12	P,E	0	Altec Digger derick	201-203	
Bucket Truck	12	P,V	0	Frieghtliner 2011 Altec 65Ft.	201-265	2011
Dump Truck	12	V	0	1999 Freightliner Dump Truck	201-217	1999
Cable Puller	12	E	0	Sherman R Cable Puller	201-303	
Bucket Truck	12	P,V	0	1999 Freightliner Altec 41 ft	201-245	1999
Dump Truck	12	V	0	Frieghtliner Dump Truck (chipper)	201-217	
Fork Lift	12	E	0	John Deere Forklift	201-305	
Trailer, Wire	12	E	0	Sherman R Wire - Trailer	201-456	
Trailer, Flatbed	12	E	0	Trail King Trailer	201-458	
Chipper	12	E	0	Mobark Chipper	NPN	
Trailer, Pole	12	E	0	Army Power Pole Trailer	NPN	

Government Resources
Gering Police Department

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
SUV	13	V	0	Ford Explorer	N/A	2019
Car	13	V	0	Dodge Charger	N/A	2019
Car	13	V	0	Dodge Charger	N/A	2018
SUV	13	V	0	Ford Explorer	N/A	2018
SUV	13	V	0	Ford Explorer	N/A	2018
SUV	13	V	0	Ford Explorer	N/A	2017
SUV	13	V	0	Ford Explorer	N/A	2017
Car	13	V	0	Dodge Charger	N/A	2016
SUV	13	V	0	Ford Explorer	N/A	2016
SUV	13	V	0	Ford Explorer	N/A	2015
SUV	13	V	0	Ford Explorer	N/A	2014
Pickup	13	V	0	Chev. Silverado pickup	N/A	2013
SUV	13	V	0	Ford Explorer	N/A	2013
Car	13	V	0	Ford Taurus Interceptor	N/A	2013
SUV	13	V	0	Jeep Patriot	N/A	2012
Car	13	V	0	Dodge Charger	N/A	2010
Car	13	V	0	Chev Impala	N/A	2011
Pickup	13	V	0	Chev. Silverado pickup	N/A	2010
Car	13	V	0	Dodge Charger	N/A	2010

Government Resources
Gering Volunteer Fire Department

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Engine, Wildland Type VI	4	P,E,V	6	Ford F550 400gl/200gpm	20	2011
Engine, Wildland Type VI	4	P,E,V	6	Ford F350 300gl/200gpm	21	2008
Engine, Wildland Type VI	4	P,E,V	6	Stewart Stevenson 600gl/200gpm	22	2002
Engine, Wildland Type VI	4	P,E,V	6	Ford F350 350gl/200gpm	24	2012
Engine, Structural Type I	4	P,E,V	1	Freightliner FL80 1500gl/1500gpm	30	1999
Engine, Structural Type I	4	P,E,V	1	Smeal Spartan 1500gl/1500gpm	31	2008
Engine, Structural Type I	4	P,E,V	1	Toyne Spartan 1500gl/1500gpm	32	2017
Tender, Tactical Type II	4	P,E,V	2	Freightliner FL80 1500gl/250gpm	40	2005
Tender, Tactical Type I	4	P,E,V	1	GMC 2000gl/250gpm	41	2000
Pickup	4	V	0	Dodge 1500 4X4 4dr Command Vehicle	61	2011
Pickup	4	V	0	Ford F150 4X4 4dr Command Vehicle	62	2018
Rescue	8	P,E,V	0	Ford F550 Light Rescue	99	2008
UTV, Yamaha Rhino	4	E,V	0	Yamaha Rhino	UTV	2012

Government Resources
Henry Volunteer Fire Department

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Engine, Wildland Type VII	4	P.E.V.	7	Chevrolet D-30 100gl / 10gpm	20	1985
Engine, Structural Type II	4	P.E.V.	2	PamFab 1000gl/1000gpm	31	1980
Engine, Wildland Type V	4	P.V.	5	AM General 500gl/150gpm	40	1971

Government Resources
Village of Lyman

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Backhoe Loader	3	P, E.	0	John Deere 410D Backhoe Loader Tractor	N/A	1994
Car	13	P.E.V.	0	Dodge Charger Patrol Vehicle	N/A	2019
Car	13	P.E.V.	0	Ford Explorer Partol Vehicle	N/A	2008
Digger Derrick	3	P.E.	0	Telelect w/bucket and pole setter	N/A	1993
Dump Truck On road	3	P, E, V	3	Chevrolet 5 cyd Dump Truck	N/A	1982
Generator	3	E.	0	Onan 2 KW Mobile Generator	N/A	1987
Motor Grader	3	P.E.	0	John Deere 770A Motor Grader	N/A	1984
Sweeper	3	P.E.	0	Johnson Sweeper	N/A	1999
Truck w/electrical bucket	3	P.E.V.	0	Ford 550 Truck	N/A	2000
Pickup	3	V	0	Ford F150	N/A	2007
Pickup	3	V	0	Ford F150 4X4	N/A	2011
Pickup	3	V	0	GMC Sierra	N/A	1997

Government Resources
Lyman Volunteer Fire Department

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Ambulance, BLS	8	P.E.V.	4	Ford E450 BLS	99	2002
Engine, Wildland Type VII	4	P.E.V.	7	Chevrolet 1T 75gal / 15gpm	20	1986
Engine, Wildland Type V	4	P.E.V.	5	AM General 500 gl/50gpm	21	1978
Engine, Wildland Type V	4	P.E.V.	5	Ford F350 400gl/500gpm	22	2012
Engine, Wildland Type V	4	P.E.V.	5	AM General 300gl/500gpm	23	1984
Engine, Structural Type II	4	P.E.V.	2	Ford F550 400gl/500gpm	30	2007
Engine, Structural Type I	4	P.E.V.	1	Freightliner M2 1250gl/1250gpm	31	2016
Engine, Structural Type I	4	P.E.V.	1	GMC Topkick 750gl/1000gpm	32	1991
Tender, Tactical Type II	4	P.E.V	2	Freightliner FLD120 2000gl/300gpm	40	1995

Government Resources
McGrew Volunteer Fire Department

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Engine, Wildland Type VI	4	P.E.V.	6	Ford 4X4 550 gl/50 gpm	21	2007
Engine, Wildland Type VI	4	P.E.V.	6	Chevrolet K30 250gl/50gpm	22	1987
Tender, Tactical Type II	4	P,E,V	2	Ford F770 1300gl/100gpm	41	1982

Government Resources

City of Minatare

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Car	13	P.E.V.	0	Dodge Durango Patrol Vehicle	N/A	2007
Car	13	P.E.V.	0	Ford Crown Victoria Patrol Car	N/A	2003
Car	13	P.E.V.	0	Ford Crown Victoria Patrol Car	N/A	2006
Generator, Mobile	3	P.E.	0	Cummuns, Model G3594-1006 5 KW Mobile Generator	N/A	N/A
Motor Grader	3	P.E.V.	0	Caterpillar 112	N/A	1968
Pickup	3	V.	0	Chevrolet K2500 ¾ Ton 4 X 4 Pickup	N/A	2000
Pickup	3	V.	0	Chevrolet S10 Pickup	N/A	2000
Tractor	3	P.V.	0	Case 570 XLT Tractor	N/A	1996
Tractor	3	P,V	0	Massey Ferguson 1735M Tractor	N/A	2020

Government Resources

Minatare/Melbeta Volunteer Fire Department

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Rescue	8	P.E.V.	0	Ford Ambulance	99	2015
Rescue	8	P.E.V.	0	Ford F550 Light Rescue	20	2007
Engine, Wildland Type VI	4	P.E.V.	6	Ford F550 350g/250gpm	21	2013
Engine, Wildland Type V	4	P.E.V.	5	Stewart Stevenson 1200g/250gpm	22	2003
Engine, Structural Type I	4	P.E.V.	1	Freightliner 1000g/1000gpm	30	2016
Engine, Structural Type I	4	P.E.V.	1	International 1000g/1000gpm	32	1997
Tender, Structural Type III	4	P.E.V.	3	Kenworth T300 2000g/300gpm	41	2004
Pickup	4	P.E.V.	0	Ford F250 Command Unit	60	2019
Dive Team	9	P.E.V.	0	16' Trailer w/ Dive Equipment	MMVFD Dive Trl	2010

Government Resources
City of Mitchell

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	13	V.	0	Chevrolet Silverado Patrol Vehicle	1	2013
Car	13	V.	0	Ford Explorer Patrol Vehicle	2	2016
Backhoe Loader	3	P, E	0	John Deere 310 D Backhoe	N/A	1995
Chipper	3	P.E.	0	Vermeer Model 1250 Chipper	N/A	1993
Dump Truck On Road	3	P, E, V		Ford F350 1 Ton Dump Box Truck	N/A	1996
Dump Truck On Road	3	P, E, V		GMC Topkick 2 Ton 5 cyd Dump Box Truck	N/A	1992
Motor Grader	3	P.E.V.		John Deere 672B Motor Grader	N/A	1989
Pickup	3	V.	0	Ford F150 ½ ton Pickup	N/A	1992
Pickup	3	V.	0	Chevrolet K1500 ½ ton Pickup	N/A	2004
Sweeper	3	P.E.	0	Elgin Pelican "P" Street Sweeper	N/A	2002
Tractor	3	P.V.	0	Kubota M5700S Tractor w/bucket	N/A	2000
Dump Truck On Road	3	P,V	0	Freightliner 12 Ton	N/A	2002
Mosquito Fogger	3	E	0	Clark Grizzly Mosquito Fogger	N/A	2018
Pickup	3	V.	0	Ford F250 ¾ Ton Pickup	N/A	2012
Tar Kettle	3	E	0	Cimline 230 Magma Tar Kettle	N/A	2015
Skid Steer	3	E	0	John Deere 330G Skid Steer	N/A	2019
Backhoe Loader	3	P, E		John Deere 310 D Backhoe	N/A	1995
Chipper	3	P.E.	0	Vermeer Model 1250 Chipper	N/A	1993
Compressor	3	E	0	LErOI85DJE Stk# N1215 Air Compressor	N/A	1996
Ditch Witch	3	P.E.	0	Ditch Witch S4 GVWR 4920	N/A	1981
Dump Truck On Road	3	P, E, V		Chevrolet C3500 1 ½ ton Dump Truck	N/A	1994
Pickup	3	V.	0	Ford F150 ½ ton Pickup	N/A	1990
Pickup	3	V.	0	Chevrolet Model 1500 Pickup	N/A	1995
Trailer	3	E.	0	16' Equipment Trailer	N/A	1991
Trailer	3	E.	0	Pole Trailer Model 1250	N/A	1999
Truck, Aerial	3	P.E.V.	0	GMC Model C70 2 ½ ton Truck, Aerial	N/A	1993
Truck, Aerial	3	P.E.V.	0	International Model 4600 Truck, Aerial	N/A	1993
Truck, Digger/Derrick	3	P.E.V.	0	International Model 4700 Truck, Digger/Derrick	N/A	2000
Truck, Sewer Machine	3	P.E.V.	0	Ford F600 2 ton Truck, Sewer Machine	N/A	1972

Government Resources
Mitchell Volunteer Fire Department

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Ambulance	8	P.E.V.	2	Ford F450SD ALS	99	2011
Command Vehicle	4	P.E.V.	0	GMC 1500 Suburban	60	1999
Pickup	4	P.E.V.	0	Ford F250 Quick Response	MED10	2012
Engine, Quick Attack	4	P.E.V.	0	Ford F350 Quick Attack Engine	20	1989
Engine, Wildland Type VI	4	P.E.V.	6	Chevrolet 2500	21	2011
Engine, Wildland Type V	4	P.E.V.	5	Jeep 2.5T	22	1968
Engine, Wildland Type VI	4	P.E.V.	6	Ford F350 Crew Cab 200gl/150gpm	23	2015
Engine, Wildland Type V	4	P.E.V.	5	BAE Systems	24	2004
Engine, Structural Type 1	4	P,E,V	1	Ford E-One	30	1986
Engine, Structural Type 1	4	P,E,V	1	Freightliner FL70	31	2000
Tender, Structural Type II	4	P,E,V	2	Freightliner 3000gl	40	2014
Tender, Structural Type III	4	P,E,V	3	International 2000gl	41	1986

Government Resources
Village of Morrill

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Backhoe Loader	3	P, E	3	Caterpillar 420 IT Backhoe Loader w/1 ¼ cyd bucket	22	2002
All-Terrain Vehicle	3	V.	0	Honda ATV	19	2009
Car	13	P.E.V.	0	Chevrolet Tahoe Patrol Vehicle	1	2015
Car	13	P.E.V.	0	Ford Explorer Patrol Vehicle	2	2020
Dump Truck On Road	3	P, E, V	3	Chevrolet Dump Truck	1	1971
Dump Truck On Road	3	P, E, V	3	GMC Dump Truck	8	1990
Generator	3	E.	0	Electric Generator, Mobile, 8.8KW	4	N/A
Generator	3	E.	0	Power Gard 8000 Electric Generator, Mobile, 3000W	7	N/A
Motor Grader	3	P.E.V.		Galion T400A Motor Grader	4	1972
Pickup	3	V,	0	Ford F350 pickup	2	1983
Pickup	3	V	0	Ford Pickup	12	2006
Sweeper	3	P.E.V.	0	Johnston 350 JN3000 Sweeper	10	2002
Truck	3	P.V.	0	Ford F150 Truck	16	2006
Truck	3	P.V.	0	International Truck, w/Bucket	14	2007
Truck	3	P.V.	0	International Truck, Digger Derrick	6	1998
Tractor	3	P.V.	0	Ford Tractor	25	N/A
Tractor	3	P.E.V.	0	International 340 Tractor w/mower	3	N/A
Tractor	3	P.V.	0	Ford 2600 Diesel Tractor	23	1980
Tractor	3	P.V.	0	Agco 6T45 Tractor	25	2007
Trailer	3	E	0	Hull Trailer	3	1991
Trailer	3	E	0	Felling, Pole Trailer	15	2008

Government Resources
Morrill Volunteer Fire Department

RESOURCE	ESF CAT #	KIND	TYPE	DESCRIPTION	UNIT #	YEAR MFG.
Light Tower	7	E	1	Self Contained Light Tower	Light Plant	2010
Engine, Wildland Type VI	4	P,E,V	6	Ford F350 350gl/150gpm	20	1994
Engine, Wildland Type VI	4	P,E,V	6	Ford F350 350gl/150gpm	21	1996
Engine, Wildland Type VI	4	P,E,V	6	Ford F350 350gl/150gpm	22	2006
Engine, Structural Type I	4	P,E,V	1	GMC Topkick 750gl/1000gpm	30	1991
Engine, Structural Type I	4	P,E,V	1	Freightliner FL80 500gl/1000gpm	31	1997
Tender, Tactical Type I	4	P,E,V	1	Freightliner FL70 2000gl/250gpm	40	2002
Tender, Tactical Type I	4	P,E,V	1	Freightliner M2 2000gl/250gpm	41	2010
Tender, Tactical Type II	4	P,E,V	2	GMC C7500 1500gl/250gpm	42	2006
Tender, Tactical Type I	4	P,E,V	1	Ford F700 2000gl/250gpm	43	1992
Support Unit	4	P,E,V	0	Ford F550 Light Rescue	60	2000
Pickup	4	V	0	Chevrolet 2500 4X4 Command Unit	61	2007
Ambulance, BLS	8	P,E,V	4	Chevrolet 3500 BLS	99	2013
Ambulance, BLS	8	P,E,V	4	Ford F350 BLS	99A	1997

Government Resources
Scottsbluff Rural Volunteer Fire Department

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Engine, Wildland Type VI	4	P.E.V.	6	Chevrolet K-30 150g/300gpm	20	1992
Engine, Wildland Type VI	4	P.E.V.	6	Ford F-450 300g/300gpm	21	2017
Engine, Wildland Type V	4	P.E.V.	5	AM General 500g/300gpm	22	1971
Engine, Wildland Type V	4	P.E.V.	5	AM General 500g/300gpm	23	1971
Engine, Structural Type I	4	P.E.V.	1	Freightliner M2 1000g/1250gpm	30	2011
Engine, Structural Type II	4	P.E.V.	2	Freightliner M2 2000 g/750gpm	31	2016
Engine, Structural Type II	4	P.E.V.	2	Freightliner FL80 1000g/1500gpm	32	2002
Tender, Tactical Type I	4	P.E.V.	1	Freightliner M2 2000g/300gpm	40	2018
Tender, Tactical Type II	4	P.E.V.	2	GMC 7500 1500g/300gpm	41	2007

Government Resources
City of Terrytown

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Pickup	3	V.	0	¾ ton Dodge Pickup w/Snow Blade	N/A	2003
Motor Grader	3	P.E.V.	0	John Deere 770-A Road Grader w/ 12' Blade	N/A	1982
Wheel Loaders (Small 7cy-2cy)	3	P, E	0	John Deere 5400 w/ Blade and Cycle Bar	N/A	1995

Government Resources
Western Nebraska Regional Airport Volunteer Fire Department

<u>RESOURCE</u>	<u>ESF CAT #</u>	<u>KIND</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>UNIT #</u>	<u>YEAR MFG.</u>
Crash Rescue, Airport	4	P,E,V	1	Smeal Topkick Aircraft Crash Truck 1000g/500gpm	CR1	1988
Crash Rescue, Airport	4	P,E,V	1	International Fire Boss Aircraft Crash Truck 1000g/250gpm	CR2	1974
Crash Rescue, Airport	4	P,E,V	1	E-One Titan Aircraft Crash Truck 1500g/1500gpm	CR3	2004
Crash Rescue, Airport	4	P,E,V	1	Oshkosh Stryker Aircraft Crash Truck 1500g/1500gpm	CR4	2018

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**PROCUREMENT IN COMPLIANCE
WITH FEDERAL GUIDELINES**

A federally declared disaster enables certain entities to qualify for grants to aid them after a disaster. These grants typically fall into two categories. Individual Assistance (IA) and Public Assistance (PA). IA is meant for members of the public and has very stringent requirements. IA is incredibly rare and few have qualified for it. FEMA typically handles IA. PA is meant for public entities and certain private nonprofit. The State of Nebraska Emergency Management Agency acts as the “pass through” agency for these grants. Even though the checks you may receive for PA come from NEMA, the money is actually from FEMA. FEMA has their own stringent guidelines for reviewing an entities eligibility to receive funds. The checklist in the following items is what FEMA use to review an entities procurement methods. It is important to remember that your normal day to day procurement guidelines may not meet the requirements of federal grants. Please use these documents to ensure you have the best to chance to receive funds after a disaster. They can be found on the NEMA website at: <https://nema.nebraska.gov/recovery/public-assistance>

- A. Public Assistance Grantee and Sub grantee Procurement Requirements under 44 C.F.R PT 13 and 2 C.F.R. PT 215;
- B. Required Contract Clauses;
- C. Checklist for Reviewing Procurements by Federal Grant Recipients and Sub recipients.

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VOLUNTEER COORDINATION DURING DISASTER RESPONSE and RECOVERY

I. PURPOSE

This appendix provides guidance and direction for the effective, safe and efficient use of volunteers during a disaster. The primary role of the Volunteer Coordinator is the coordination of disaster work requirements with the available volunteer assets.

II. SITUATION

- A. Individuals, local, regional and beyond, will want to volunteer their time and services for many reasons and purposes.
- B. Volunteers represent a valuable resource to fill gaps and provide additional help during the response and recovery of a community.
- C. Volunteer contributions have a monetary value which can be used to offset cost sharing during a Presidential Declaration.
- D. The SCOTTSS BLUFF County volunteer management plan includes but is not limited to the notification, screening, "just in time" training, deployment, work assignment, safety, tracking of the individuals and accomplishments, dismissal and demobilization of volunteers.
- E. Volunteers are managed during an incident by a pre-appointed and trained volunteer coordinator.
- F. If there is no Volunteer Coordinator, the Logistics Chief / Manager will manage the volunteer program.
- G. The Volunteer Coordinator will work with the Logistics Chief / Manager, the EOC Executive Board, Emergency Manager and as needed the Incident Commander.
- H. Dependent upon the situation, the Volunteer Coordinator may need an additional people to carry out the responsibilities of this function. This group, a part of the Logistics or Administration section (NIMS), will constitute the Volunteer Registration Center (VRC).

III. ASSUMPTION AND PLANNING FACTORS

- A. Not all volunteers are suited for disaster response and recovery work.
- B. Volunteers and donated goods and services must be managed and accounted for as any other resource.

- C. The Volunteer Coordinator is assigned and trained in volunteer management.
- D. A Volunteer Management Plan has been developed to address policy and processes used and to eliminate potential problems that could occur during activation.
- E. The Volunteer Coordinator has knowledge of the Federal Volunteer Protection Act, 1997, the Nebraska Emergency Management Act, 1996 RRS, and any local ordinances regarding the use, management, liability of and for volunteers.
- F. The Incident Commander, in coordination with the Resource Chief and Emergency Manager will initiate the Volunteer Registration Center activation.

IV. THE VOLUNTEER COMPLEX

There are four types of volunteers that are useful resources during an event. Each requires a management strategy to provide the effective use, reduce jurisdiction liabilities, track accomplishments, for incident management planning and as an offset to local cost sharing, and to provide for and protect the individual volunteers.

The types of volunteers include:

- A. **Professional:** These individuals have identified levels of skills, training, certification or licenses; generally belong to an affiliated organization. These are generally nationally, state, regionally or locally recognized organizations.
- B. **Affiliated:** These individuals are identified with a recognized group or organization in which there is generally a command and control structure; individuals may be professional or certified or specialty trained such as Medical Reserve Corps members, Civil Air Patrol or members of National Volunteer Organizations Active in Disasters, Community Organizations Active in Disasters, local Humane Societies.. Or the members may not be trained or certified, but respond under an affiliated organization such as a local/regional bank, local social/service organization such as the Elks, Boy Scouts or local/regional faith based community organizations.
- C. **Unskilled:** These individuals are untrained in response and possess no specific skills. These individuals may be either affiliated or unaffiliated and if the latter, they are usually spontaneous.
- D. **Spontaneous:** These individuals arrive on scene without being requested by the authorities/incident command. Some will have professional certifications, others will “just want to help” yet others may be there for illegal purposes. Some individuals may not be suited to assist. However, most will have some

skills that could be useful during some action period. Many will also be unaffiliated.

V. CONCEPT OF OPERATIONS

A. Local Emergency Management

The jurisdiction will activate the volunteer management plan at the beginning of the event to provide for life safety and control of spontaneous volunteers.

1. Procedures and responsibilities of volunteer coordination:

- a. The Logistics Chief / Manager will receive the requests for assistance from the I C, affected individuals or agencies. The EOC Executive Board will determine the process for assistance request prioritization.
- b. The Volunteer Coordinator will maintain records and accounting of numbers, kinds and accomplishments of the volunteers so the Planning section and the Incident Commander are aware of these resources prior to the next Incident Action Plan creation.
- c. Volunteers, including VOAD, COAD, MRC, CAP, Citizen Corps members, will register at the Volunteer Registration Center or other location designated by the Volunteer Coordinator. Registration information will be given to the EOC and distributed to the public through by the PIO.
- d. The Volunteer Coordinator will work with the Public Information Officer to coordinate public announcements about the volunteer registration locations as well as other necessary information regarding this effort.
- e. The PIO will prepare media releases asking for volunteers and/or providing information about the volunteer process. It is advisable to have prepared messages containing information about:
 - i. How and where to register for volunteer work,
 - ii. Jurisdictional guidance about those under 18 years old and their access to the site; whether parent/guardian must sign registration,
 - iii. The need to have valid identification, and certification for medical and other specialized services.
 - iv. The duration and types of volunteer work needed,

- v. The types of skills, equipment and number of volunteers needed,
 - vi. Limitations for volunteers such as medical conditions that may limit activities, allergies, Tetanus shot information (i.e.) date of last tetanus shot and/or location where to receive tetanus shot,
 - vii. Appropriate clothing and protective clothing such as steel-toed shoes, waterproof boots, full length pants or jeans, full shirts preferably long sleeved, jacket, rain gear, gloves, hat or hard hat, protective eyewear, sunscreen, insect repellent;
 - viii. Appropriate tools to bring such as shovels, brooms, buckets, mops or hand tools and chain saws and their responsibility to use and track them appropriately,
 - ix. Parking areas and Staging areas for transportation to and from the work site(s), and
 - x. Information about water, snacks, lunches and smoking.
- f. Registration of volunteers should include:
- i. A registration card (pre-printed, if possible, see example) with:
 - a) Name,
 - b) Individual or organization represented,
 - c) Equipment assets available, special training or skills,
 - d) Name/phone number for notification if there is an emergency,
 - e) A reference for verification (screening) purposes for specialty or sensitive tasks, and,
 - f) Skills appropriate for the volunteer tasks.
 - ii. Groups or organizations donating time, labor, materials and wish to remain anonymous must have a designated point of contact (POC). The POC is responsible for reporting the numbers of volunteers, kinds of work accomplished, donations, etc. to the EOC or Volunteer Coordinator. The POC is also responsible for the safety and actions of the organization.
 - iii. Long-term volunteers such as in the EOC, communications support, volunteer coordinators, and mass care coordinators should have a written job description, the nature of the assignment, the expectations, prohibitions and consequences.
 - iv. Being assigned work appropriate to capability and possible equipment assets of the volunteer.

- v. Giving the volunteer a pass/identification card to the disaster area. It is recommended these cards be reissued daily.
 - vi. Prior to deployment to the disaster area, volunteers should be given a safety briefing.
- g. The safety briefing should include statements or a handout indicating:
- i. The jurisdiction's appreciation for their concern and a warning that their enthusiasm may lead to unsafe decisions,
 - ii. The worksite communications structure: who their immediate supervisor is, when they are to start/stop work, where, what their assignment are, how long the work period is, and how to reach someone for help, extra supplies, field condition safety issues, etc.
 - iii. The kinds of hazards they may find at the work site and the need to listen to the crew leader and follow their guidance concerning the work site,
 - iv. The use of appropriate clothing for the season and community and the personal protection equipment such as boots, gloves, hats, long pants, sunscreen, insect repellent,
 - v. That if they provide their own tools, they are responsible for them,
 - vi. That water may be available in the work area, but encourage them to bring a personal water container; and to stay hydrated,
 - vii. Where the portable toilets are located and personal hygiene needs,
 - viii. That flood waters and storm debris should be considered as contaminated and containing bacteria; therefore, wash hands, face before eating, drinking;
 - ix. They must seek immediate medical treatment for all injuries, insect bites,
 - x. That stray pets or wild animals may be encountered and they should inform the crew leader and avoid the animal,
 - xi. How to retrieve and safely store personal items found such as pictures, clothing, electronics, other household items,
 - xii. That looting is a crime,

- xiii. That storm debris contains many heavy, sharp items; use heavy gloves; get help lifting or ask the crew leader to call for heavy equipment,
 - xiv. That disasters often dislodge hazardous materials and volunteers are to follow the instructions of trained Hazmat responders,
 - xv. Information about the possibility of encountering victims, in shock, injured or deceased, and injured or dead animals. They are to follow the instructions given at the work site, and
 - xvi. Information about disaster stress, anxiety: that they will be unable to undo the effects of the disaster; that each is helping - one step at a time to assist the victims; that if they recover one picture, lost toy, care for one disoriented victim, then they have helped ease the suffering and allowed that person to begin recovery.
- h. The Volunteer Coordinator will maintain a communications system with the Crew Leaders and receive periodic updates on the volunteers, work accomplished, injuries, additional resources needed.
 - i. The Volunteer Coordinator/Crew Leaders must ensure that volunteers return to the registration desk or official exit point after completing their work assignment and notify the Coordinator that the work has been completed or additional resources are needed. If volunteers wish to continue working, they will receive a new assignment.
 - j. The Volunteer Coordinator will update the Logistics Manager frequently on:
 - i. Personnel and equipment being volunteered
 - ii. Work being accomplished in the disaster area, and
 - iii. Additional resources needed or unusual circumstances that are of concern.
 - k. The Volunteer Coordinator will complete a summary of all volunteer time, material, services and equipment provided during the event. This summary will be forwarded to the Logistics Manager, the EOC and possibly the jurisdiction's Clerk's office.
 - l. Sample volunteer registration and job assignment forms are available in Attachment 4 and in the Emergency Manager's Handbook.

VI. ADMINISTRATION AND LOGISTICS

This Appendix will be reviewed and upgraded at least annually and after every event using volunteers.

VII TRAINING AND EXERCISING

Training is available through FEMA, NEMA and other agencies. The local volunteer coordination plan is incorporated into the county's PET program.

LIST OF ATTACHMENTS

<u>Attachment</u>	<u>Item</u>	<u>Page</u>
1	Citizen Corps	L-25
2	Job Aids	L-27

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OPERATIONS MANUAL
FOR
REGION 22 EMERGENCY MANAGEMENT
VOLUNTEER RECEPTION CENTER
(VRC)
(revised 10-23-13)

United Way of Western Nebraska
Scotts Bluff County Health Department
Region 22 Emergency Management
Scotts Bluff County Volunteer Center
Panhandle Region Medical Response System

Scottsbluff, Nebraska



Introduction

The United Way of Western Nebraska, Scotts Bluff County Health Department, Region 22 Emergency Management, Scotts Bluff County Volunteer Center, and Panhandle Region Medical Response System have partnered to manage volunteers during a disaster and/or crisis situation resulting from manmade causes such as Chemical, Biological, Radiological, Nuclear or Explosion Incidents (CBRNE) and/or natural causes such as tornado, flood, blizzard, etc., by utilizing the Region 22 Emergency Management Volunteer Reception Center (VRC).

This includes working collaboratively with the management and volunteers of the Scotts Bluff and Banner County fire/EMS, Police Departments, Scotts Bluff County Health Department, Panhandle Public Health District and numerous other volunteer and disaster response professionals.

The Panhandle Region Medical Response System will maintain a database of volunteers that can assist in the various areas of a disaster. Non-medical unsolicited volunteers will be processed through the VRC.

PURPOSE AND OPERATIONS

The Volunteer Reception Center (VRC) will be opened at the request of the local Emergency Operation Center (EOC) and maintained until the EOC notifies the VRC that there is no longer a need for the VRC.

The VRC will:

- Register, assign and reassign volunteers
- Background checks, if necessary and if time permits
- Train volunteers as necessary
- Collect and maintain data on volunteers
- Track volunteers while they are participating in disaster response
- Thank all volunteers at the conclusion of the event

The Volunteer Reception Center will operate using the National Incident Management System and the Incident Command System.

RECRUITMENT PLAN

The Disaster Relief Committee (DRC) will use a variety of media to get the message out that the Volunteer Reception Center is recruiting volunteers to assist during times of disaster. A pool of volunteers to assist with management of the VRC will be recruited and maintained and updated when needed. In the event additional volunteers are needed for the VRC management and other areas of the disaster operations the following marketing materials will be used.

Public Service Announcement (PSA's) The DRC will start PSA's on the radio station informing the general public about this opportunity. This form of media will be reviewed when needed.

Media Releases: The DRC will distribute media releases in conjunction with the disaster's Public Information Officer so information can be shared with the community.

Brochure: A brochure will be designed to provide information to potential volunteers and the general public. The brochure will have information about helping in the event of a disaster.

Presentations: The Region 22 Emergency Management DRC will make presentations to the media and community organizations

Website: Various hyperlinks from scottsbluff.org, gering.org, scottsbluffcounty.org and unitedwayofwesternnebraska.com carry a hyperlink for registering as a volunteer. The hyperlink connects to United Way of Western Nebraska's website and the website is managed by the United Way of Western Nebraska.

Volunteer Form: The Disaster Volunteer Resource Center Recruitment form will be available to the general public. The volunteer forms will also be available on the websites, can be distributed as required, and can be requested by phone or mail. (Insert the correct form number.

OPERATING A VOLUNTEER RECEPTION CENTER OPERATION CHECKLIST

- You have been contacted to open a VRC and you know where the disaster is.
- Review the VRC sites and decide which site would be most appropriate. The primary site is the Allo Communications building. Other sites are: Banner County High School, Western Nebraska Community College – Harms Advanced Technology Center, Gering Civic Center, and the Mitchell Events Center. Confirm with the EOC and Operations Chief.
- Call primary contact for site and let them know a VRC will be opened.
- Call in staff and key volunteers and let them know where to report.
- Ensure the “Go Kit” is acquired and assign staff/volunteers to report and pick up the “Go Kit”. “Go Kit” includes a roster for keeping track of volunteers time in and out and VRC resource (supplies, materials, and funds used) usage accounting page – assign staff/volunteers to keep an these tracking forms
- When you arrive at the site review proposed site plan and walk through entire area to locate all exits, facilities, tables, chairs etc.
- Set up tables and chairs according to proposed plan.
 1. Greeting area
 2. Registration area
 3. Interview area
 4. Badging area
 5. Safety briefing area
 6. Job training area
 7. Staging Area Manager Liaison area
 8. Waiting area
 9. Staff break area and restroom area
- Put up all signage in the appropriate areas.
- Have each coordinator get the necessary supplies for their area and set up. The list is on each job description.
- The facility management people should locate a generator or set up our own generator. They should identify emergency lighting.
- A walk through should be done with the help of volunteers to make sure everything will flow and is marked accordingly. See the Flow chart.
- Do a safety inspection and identify all hazards.
- Conduct a short meeting DAILY with all coordinators and determine if any additional supplies are needed.

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- Document the condition of borrowed items, owner etc. (Resource sheet)
- Do one more final walk through.
- Remind volunteers to fill out time sheets and incident reports.
- Open doors.
- Coffee and water for staff/volunteers
- Provide a final report to the EOC and Disaster team once VRC is closed.
- Complete site inspection checklist and document condition of areas used
- Send thank you notes to all volunteers.

ACTIVATION CHECKLIST/ACTION ITEMS

EACH STATION SHOULD HAVE A COMPLETE MANUAL IN AN EASILY ACCESSIBLE SPOT!

Forms

- VRC-01 (Disaster Response Volunteer Application)
- VRC-02 (Flow Chart)
- VRC-03 (Phone Bank Members)
- VRC-04 (Phone Numbers – Allo Building)
- VRC-05 (Volunteer Sign In Sheet)
- VRC-06 (Volunteer Work Sheet)
- VRC-07 (Safety Orientation Sign-In Sheet)
- VRC-08 (Spot Screening Sheet)
- VRC-09 (Go Kit Check List)
- VRC-10 (Work Site Sign-in)
- Phone books

Site Preparation

- Determine which of the Selected VRC sites will be best suited for the emergency
 - Location – outside of the Disaster Zone
 - Accessibility – Ease of transport, in, out, to the Zone
 - Capability of filling the need
- Local Emergency Manager may be called upon to select appropriate site
- Notify the appropriate facility of VRC activation
- Facility personnel may start/assist in the pre-arranged set-up of the VRC (Chairs, tables, etc.)
 - *An established floor plan for the VRC traffic flow should be provided at the time of the signed agreement
- Contact VRC Volunteer Staff to request their assistance in VRC operation

Initial Staff Briefing (On Site)

- Inform Staff of the scope of the Disaster.
- Project number of volunteers needed and number of days of operation
- Review role of Volunteer Reception Center
- Review Responsibilities of Reception Center positions and job descriptions
- Sign up for shift duties – days and times

Activating the Volunteer Center

- Volunteer Center needs to be operation as soon as practical
- Take Time to properly prepare the Volunteer Reception Center
- Take Time to coordinate all initial activities with the local Emergency Manager

Staffing Volunteer Center

- Staffing numbers will be based on scope of operation (Remain flexible, adjust to situation, first 72 hours will be critical)
- Suggested staff numbers per shift

Greeter	1
Registration Identification Station	2
Interview Station	3-4
Safety Orientation/Staging	2
Phone Bank	3-4 (check on phone availability at site)
Data Management	3-4 (paper forms unless computers are available)
Runners	2-3
Site Director	1

Cross train qualified staff. Staff other positions as needed for situation.

- Primary means of coordination volunteer effort within the community is through a phone bank where potential volunteers can call in
- Nature of calls into the “bank”
 - Inquiries into what is going on with Disaster recovery
 - Inquiries to condition of family members and friends
 - Inquiries for donations
 - Inquiries regarding VRC Open hours and how to serve
 - Requests for Emergency Assistance
- Determine location of the phone bank and the means of establishing the phone bank with the local telephone system, numbers to be used, and means of paying for the phone bank

Staff breaks area

A staff break area should be established. Noise, frustration, the general sense of urgency and the intensity at which the VRC staff will be working will cause stress to build. Providing a quiet room with low light and ensuring that staff takes short breaks whenever possible will help everyone to operate efficiently and minimize the stress. A Staff break area will be identified for each site.

DISASTER VOLUNTEER FLOW CHART

*(DV denotes Disaster Volunteer)

**** (Make sure all forms are initialed after you handle them) ****

Volunteer Enters-advances to:

Station #1 Greeters

- Ask for picture ID. If no ID is available or the ID does not seem valid, ask volunteer to leave and return with a valid form of identification.
- Write the volunteer's name on the front of Volunteer Packet. The Packet contains two sheets: **Volunteer Application (front & back)** (VRC Form 01) and the **Volunteer Sign-In Sheet** (VRC Form 05).
- Ask volunteer to have a seat in the waiting area and fill out their information on each sheet and return the completed info & packet back to the greeter station.
- Ask volunteer to be seated again and wait until called by DV Registration (Station #2)
- Greeter will make sure info is filled out and initial the bottom of the sheets before placing them back in the packet. Greeter or Runner will place volunteer's packet in the DV Registration basket.

Station #2 - Disaster Volunteer Registration – Two Station #2s

- Make a copy of the volunteer's picture ID, initial the bottom of the page and put back in the packet.
- ****Juvenile volunteers- make 2 copies** of their ID. One will be held by DV Registration and the other will be included with the "Volunteer Packet".
- Enter Volunteer's information from the Volunteer's Application onto the computer's **On Site Registration Form**. Ask any other questions needed to complete the form.
- DV Registration initials forms at bottom of sheet before placing back in packet.
- Volunteer is asked to be seated and wait until called by DV Interviewer at Station #3
- DV Registration places the Volunteer Packet in DV Interviewer basket.

Station #3 - Disaster Volunteer Interviewer

- Volunteer is interviewed using the Spot Screening Checklist.
- Skills/areas of interest (back page of Volunteer Application)- briefly look at
- DV Interviewer initials bottom of form before placing back in packet.
- Volunteer is asked to be seated and wait to be called by Badging Coordinator at Station #4
- DV Interviewer places the Volunteer Packet in the Badging Coordinator basket.

Station #4 – Badging Coordinator

- Badging Coordinator verifies the Volunteer Packet information and identification and initials the bottom of any forms before placing back in packet.
- Fill out badge with Volunteer's info. Give badge and safety pin to Volunteer.
- Volunteer is asked to be seated and wait to be called by the Safety Briefer at Station #5.
- Badging Coordinator places the Volunteer Packet in the Safety Briefing basket.

Station #5 - Safety Briefing

- Safety Briefer will document the attendance of each volunteer receiving the prepared safety briefing appropriate to the specific disaster event.
- Volunteer is asked to be seated and wait to be called by the Job Trainer at Station #6
- Safety Briefer places Volunteer Packet in Job Training basket.

Station #6 - Job Training

- Volunteers will sign in and have their badge. Job training specific to each worksite or function can be provided before volunteers depart for their work areas. If possible, training should be given by someone with first-hand knowledge of current operations at the site.
- Volunteer is asked to be seated and wait to be called by the Staging Area Manager Liaison at Station #7
- Job Training places Volunteer Packet in Staging Area basket.

Station #7 – Staging Area Manager Liaison

- Volunteers will be sent to a Staging Area by the Staging Area Manager Liaison and told to report to the Staging Area Manager for assignment according to the needs of the Incident Commander.

VOLUNTEER RECEPTION CENTER

Job Descriptions

1. Site Director
2. Runner Coordinator/Runners
3. Phone Bank Coordinator/Operators
4. Communications Officer
5. Information Technology Coordinator – if possible
6. Greeter
7. Disaster Volunteer Registration Coordinator
8. Disaster Volunteer Interviewer
9. Identification Badge Specialist
10. Safety Briefer*
11. Job Trainers*
12. Staging Area Manager Liaison

*Note: Some of these individuals may be located at the Staging Area.

JOB ACTION SHEET

After the staff briefing by Site Director:

1. Report to badging area to receive badge (if you do not already have it) and arm band.
2. Report to your station and read through job description
3. Prepare area with items from go kit
4. Place following items in a obvious place for all volunteers to be able to read:
 - a. Job Description and Job action sheet
 - b. Arm band list
 - c. Map
 - d. Volunteer Flow Chart
5. Report to supervisor or Site Director when you and your area are ready to go.
6. When a new shift reports in, be prepared to brief them on the process at your station and at what point your work is at the moment. Also, be sure new shift volunteers know your stations supervisor and site director, and your supervisor knows they have reported in.

1. SITE DIRECTOR

This position will supervise all operations of the Volunteer Reception Center to include, but not limited to:

- Establishes the VRC at a designated facility and hours of operation
- Briefs and debriefs VRC staff according to a set schedule
- Briefs the Emergency Manager of the VRC Operations
- Ensures proper disposition of volunteer records and files after the operations
- Coordinates with the local Emergency Manager the need for volunteers and documents opportunities

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- ❑ Oversees the fulfillment of volunteer requests
- ❑ Establishes and communicates job assignments
- ❑ Acts as a consultant for VRC Personnel problems

Supplies Needed

Go Kit and/or site materials
VRC Manual

2. RUNNER COORDINATOR/RUNNERS

This position will supervise the Runners that will perform the duties listed below.

- ❑ Ensure the various stations are kept stocked with supplies
- ❑ Escort volunteers from station to station if necessary
- ❑ Escort Guests within the VRC
- ❑ Assist in staging and transportation of volunteers out of the Safety Briefing
- ❑ Responsible for the Collection and delivery of Request for Emergency Volunteers forms from the “Phone Bank” to be posted on the “Status/Bulletin Board” by Interview station.
- ❑ Responsible for the collection and delivery of the “Disaster Volunteer Resource Center Registration Form”
- ❑ Disaster Volunteer Resource Center” forms from the “Interviewer Station” to “Data Coordinators”.

Supplies Needed:

Utilize “Go Kit” and/or site materials

3. PHONE BANK COORDINATOR/OPERATORS

This position will supervise the Operators that will perform the duties listed below.

- ❑ Responsible for taking calls from people who want to volunteer
 - ❑ Have information readily available: need for volunteers, hours and days the VRC will be open to process volunteers
 - ❑ Registration of volunteers is required for liability concerns and federal assistance
 - ❑ All volunteer assignments will be assigned by the Emergency Manager and processed through the VRC
 - ❑ Responsible for taking calls from people who may have been affected and need assistance
 - ❑ Requests for assistance will be transferred to the Emergency Operations Center for prioritization and possible assignment to the VRC
 - ❑ Responsible for taking calls from the Emergency Manager/Emergency Operations Center requesting volunteer assistance
- 7a. Only requests from the Emergency Manger can be honored by the VRC
- 7b. All other request for volunteer assistance must be forwarded to the Emergency Manager to be prioritized and assigned
- *Request the person(s) come to the VRC to fill out the “Request for Emergency Volunteers

Supplies Needed:

Go Kit and/or site materials

4. COMMUNICATIONS OFFICER

This position will:

- This position will be responsible for communicating between the Site Manager and Emergency manager on all press releases and volunteer needs.

Supplies Needed:

Go Kit and/or site materials

5. INFORMATION TECHNOLOGY COORDINATOR – If Possible

Job Description

- This position will provide technical support for all areas of the Volunteer Reception Center.
 1. The Information Technology specialist should start working immediately on the server and terminals in the following locations when the Volunteer Reception Center is activated:
Registration Center
 2. Credentialing table (ECDHD)
 3. Phone Bank
 4. Data Entry
 5. Site Manager
 6. Disaster Behavioral Health (ECDHD)

Supplies Needed:

Go Kit and/or site materials as needed

6. GREETER

This position will:

- Greet people with a friendly but firm demeanor, determine the purpose of their visit and direct them accordingly
- Ask for identification and insure the ID is valid. If no ID is available or the ID does not seem valid, ask volunteer to leave and return with a valid form of identification.
- Inform “walk-ins” of the operating hours of the VRC
- If walk-ins request VRC or disaster-specific information and it is available, you may give them that information sheet.
- Volunteer will be given a “Disaster Response Volunteer Packet”. Write their name on the outside of the packet. Explain any questions they have relating to the forms.
- If they are media personnel, direct them to the VRC Director.
- Victims of the disaster requesting assistance or resources are directed to the Monetary Disaster Relief Fund Committee (MDRF) or given a Community Resource sheet .The greeters answer questions and manage waiting volunteers. Please thank everyone for volunteering, briefly explain the process and ask everyone to be patient or to come back later.

Supplies needed: Go Kit and/or site materials

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7. DISASTER VOLUNTEER REGISTRATION COORDINATOR

Instructions for locating forms on the computers:

1. Turn computer and screen on
2. Look for shortcuts on the Desktop
 - a. Shortcut to all documents and settings (all forms available)
 - b. Shortcut to On Site Registration Form (volunteer registration form)

This position will supervise the Registrars for Disaster Volunteers that will perform the duties below.

- Make a copy of the volunteer's picture ID, initial bottom of the page before putting back in the packet.
- Juvenile volunteers- make 2 copies of their picture ID. One will be held by DV Registration, the other in the Volunteer packet.
- Enter the information from the Volunteer Application onto the computer's On Site Registration Form. Ask any other questions needed to complete the form.
- DV Registration initials bottom of forms before placing back in packet.
- Ask the volunteer to be seated and wait until called by the Interview Station.
- Place Volunteer Packet in DV Interviewer basket at Station #3.

Supplies Needed:

Go Kit and/or site materials

8. DISASTER VOLUNTEER INTERVIEWER

This position will:

- Interview the Volunteer by using the Spot Screening Checklist (VRC Form 08)
- Briefly review the skills/areas of interest on the back of the Volunteer Application.
- Initial bottom of forms before placing back in packet.
- If forwarding person on to Badging, ask Volunteer to take a seat until called by Badging Station # 4
- Place Volunteer Packet into Badging basket.
- If not forwarding the person on due to questionable issues, advise the person they did not pass the screening and notify the Site Director in an inconspicuous manner and advise the Site Director that this individual will not become a badged volunteer. The Site Director will escort the individual out of the building.
- If the Site Director meets resistance to being escorted out, calling law enforcement may be a viable option.

IMPORTANT: ALL VOLUNTEERS ARE REQUIRED TO SIGN IN AND OUT ON SIGN IN/OUT RECORD SHEET AT SITE DIRECTORS STATION. PLEASE EMPHASIZE TO VOLUNTEER!

****Remember:** disaster registration differs from a normal volunteer intake. There is less time to try to fit each volunteer into an ideal assignment. Refer the volunteer on the spot. It is likely that some volunteers will exhibit the stress of the disaster and extra measures of patience and understanding are needed.

Supplies Needed: Go Kit and/or site materials

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9. DISASTER VOLUNTEER BADGE SPECIALIST

This position will:

- Verify the Volunteer Packet information with one form of government issued ID
- Take the picture of volunteer for badges and event badges if necessary.
- Enter the last name, first name, and job on the badge. (if applicable, match the color coding for the badges.) Give badge and safety pins to Volunteer.
- Badger will initial any forms before placing back in packet.
- Ask volunteer to be seated and wait to be called by the Safety Briefing-Station #5.
- Badger places packet in Safety Briefer basket.

Supplies Needed:

Go Kit and/or site materials

10. SAFETY BRIEFER

This position will:

- Ensure all attendees of the Safety Orientation have gone through Volunteer Registration and Interview Process
- Explain time element in waiting
- Brief Volunteers according to the “Safety Briefing”
 - 3a. Known and potential Hazards
 - 3b. Prescribed precautions to take
 - 3c. Recommended/Required protective equipment
 - 3d. Projected weather
- Have Volunteers sign “Volunteer Safety Orientation Sign-In Sheet” (VRC Form 07)
- Stage Volunteers for Transportation if needed
- Assign volunteers with equipment to appropriate groups
- Ask volunteer to be seated and wait to be called by the Job Trainer- Station #6

Supplies Needed: Go Kit and/or site materials

11. Job Trainers

- Job training specific to each worksite or function can be provided before volunteers depart for their work areas. If possible, training should be given by someone with first – hand knowledge of current operations site
- Read Specialized Training sheet emphasizing the importance of following supervisors instructions at the worksite
- Encourage everyone to attend a debriefing at these locations when their shift is completed
- When specialized job training is complete explain where volunteers should meet the transportation to their worksites if transportation is provided, otherwise ask volunteer to be seated and wait to be called by the Staging Area- Station #7
- Place packet in Staging basket

Supplied needed:

Go Kit and/or site material

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12. Staging Area Manager Liaison

- Maintains contact with the Staging Area Manager
- Provides the Staging Area Manager with personnel that have specific skills needed to accomplish tasks as directed by the Incident Commander

LIST OF FORMS

- VRC-01 (Disaster Response Volunteer Application)
- VRC-02 (Flow Chart)
- VRC-03 (Phone Bank Members)
- VRC-04 (Phone Numbers – Allo Building)
- VRC-05 (Volunteer Sign In Sheet)
- VRC-06 (Volunteer Work Sheet)
- VRC-07 (Safety Orientation Sign-In Sheet)
- VRC-08 (Spot Screening Sheet)
- VRC-09 (Go Kit Check List)
- VRC-10 (Work Site Sign-in)

Volunteer Application

VRC Form 01 (08-01-13)

How to Enlist

Sign on in advance to help in times of disaster. Tell us how to get in touch with you:

Name: _____

Date of Birth: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone Day: _____ Phone Evening: _____

Cell: _____ E mail: _____

Place of Employment: _____

I prefer to be: _____ Inactive (prepared for service only in an emergency or disaster) _____ Active (Leader, United Way, Chamber of Commerce, Community health initiatives)

Are you currently in good health: _____ **Yes** _____ **No**

I hereby make application to become a disaster response volunteer in the area, I also hereby give permission for this information to be shared exclusively between the United Way of Western Nebraska, Scoffs Bluff County Health Department; Panhandle Public Health District; and Scotts Bluff County Emergency Management.

Signature: _____

Date: _____

INITIAL BEFORE FORWARDING TO NEXT STATION HERE: _____

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Skills / Profession / Areas of Interest

(Check appropriate categories and any special skills for category)

Note: If license/certification is required you must provide it upon request

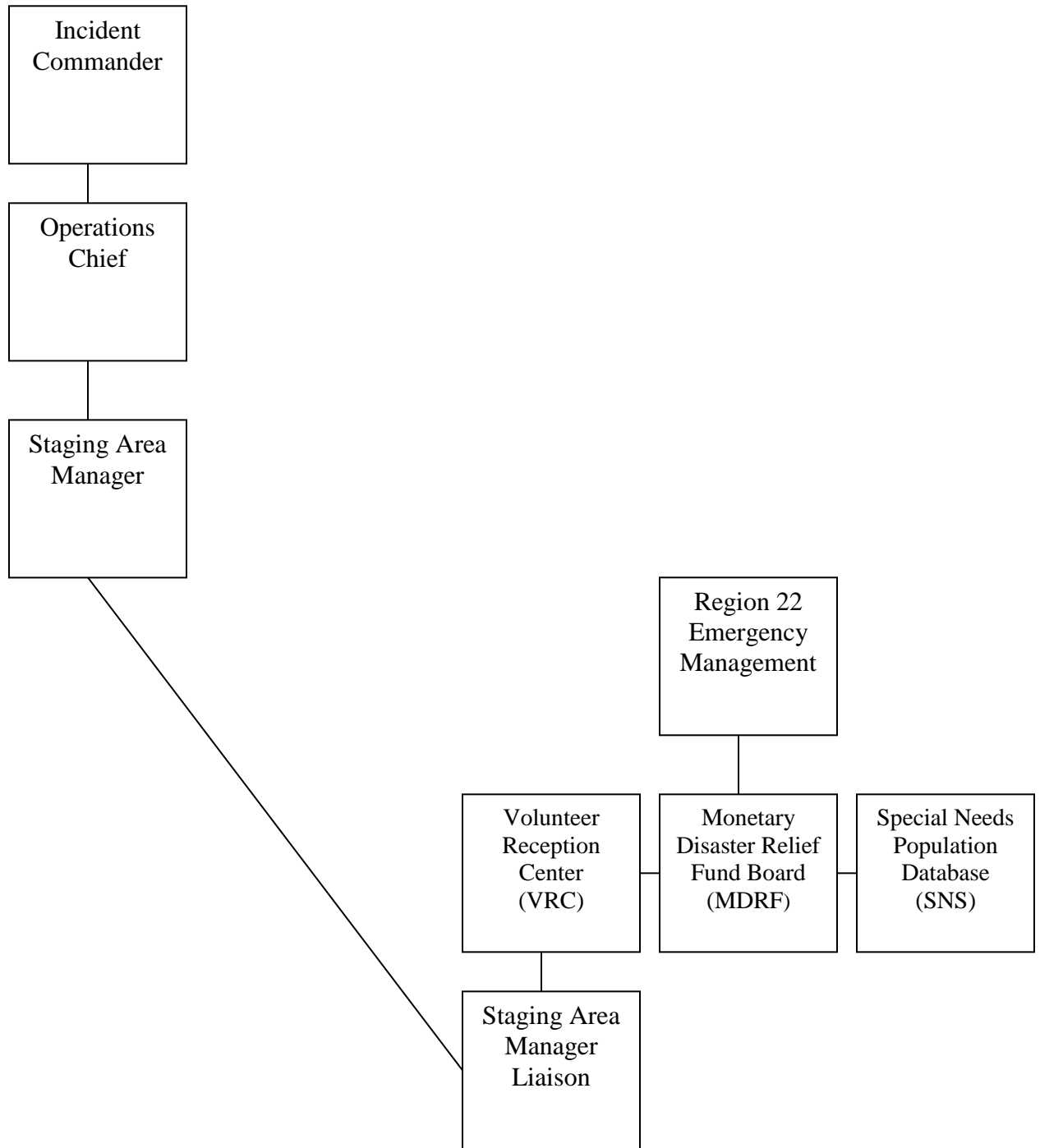
- Administration/Supervision
- Animal Care
- Animal Rescue
- CDL
 - Bus Driver
 - Trucker
- Child Care
- Communications
 - Ham Radio/CB Radio
 - Cellular
 - Phones
 - Other
- Computer Skills
 - Computer
 - Computer Operation
 - Data Entry
 - Repair/Installation
 - Other
- Food Management
 - Food Preparation
 - Food Service
 - Other
- General Office Skills
- Heavy Equipment Operator
 - Fork Lift
 - Other
- Languages
 - Spanish
 - Sign
 - Other
- Law Enforcement
- Mechanical Ability
- Construction/Repair
 - Home Repair
 - Welding
- Counseling
 - School Counselor
 - Clergy
 - Licensed Mental Health
 - Practitioner Psychiatrist
 - Psychological First Aid
 - Other

INITIAL BEFORE FORWARDING
TO NEXT STATION
HERE: _____

- Damage Assessment
- Debris Removal/Clean-up
- Driving
- EMT/Fire & Rescue
- Farmer
- Guiding Traffic
- Medical/Veterinary
 - Dentist
 - Lab Tech/MT
 - Physician
 - NP
 - PA
 - Technician
 - Paramedic
 - LPN
 - RN
 - Veterinarian
 - X-Ray
 - Other
- Missing Person Search
- Mortuary Service
- Security Experience
- Shelter Services
- Seniors
 - Disabled
 - Other
- Teacher
- Waste Disposal
- Other

FLOW CHART

Form: VRC 02 (08-01-13)



L-64

Volunteer Sign-In Sheet

VRC Form 05 (08-01-13)

PLEASE PRINT CLEARLY, COMPLETE AS BEST YOU CAN, RETURN THIS TO A COORDINATOR AT THE REGISTRATION TABLE

Date: _____

Name (first) _____ (last) _____ DOB _____

Home Address: _____

Phone: _____

Medical Conditions that may limit Activities: _____

Special Skills: _____

Volunteer Registration Information

The Volunteer Protection Act of 1997 provides legal immunity for registered volunteers working in disaster-related function, who are working within the scope of their assigned responsibilities, are acting in good faith and are not guilty of gross negligence.

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify and hold harmless the Coordination Agency, Local Governments, State of Nebraska, disaster response and recovery supporting non-profit, non-government Agencies, the organizers, sponsors and supervisors of all disaster preparedness, response and recovery activities from all liability for any and all risk of damage or bodily injury or death that may occur to me (including any injury caused by negligence), in connection with any volunteer disaster effort in which I choose to participate.

I likewise hold harmless from liability any person transporting me to or from any disaster relief activity.

In addition, disaster relief officials have permission to utilize any photographs, digital images, or videos taken of me for publicity or training purposes.

I will abide by all safety instructions and information provided to me during disaster relief efforts.

I express agree that this release, waiver and indemnity agreement is intended to be as broad and inclusive as permitted by the State of Nebraska, and that if any portion thereof is held invalid, it is agreed that the balance shall notwithstanding, continue in full force.

I have no know physical or mental conditions, excepted as indicated on this form that would impair my capability fully, as intended or expected of me.

I have carefully read this release and indemnification and understand the contents thereof and sign this release as my own free act.

Signature _____ Date _____

Parent/Guardian, if under 18 _____ Date _____

L-66

INITIAL BEFORE FORWARDING TO NEXT STATION HERE: _____

L-67

Volunteer Safety Orientation Sign- In Sheet

VRC Form 07 (08-01-13)

Date: _____

Coordinator or Crew leader:

Name: (PRINT)	Briefer	Type of Briefing	**Start time	**End time	**Total hours	Notes

PLEASE READ BEFORE SIGNING: I have registered and received safety instructions for working at this site and agree to follow the safety procedures and directions of the crew leader.

Signature _____

Date _____

SPOT SCREENING CHECKLIST

VRC Form 08 (08-01-13)

Volunteer Name:	
Interviewer:	
Date:	
Location:	
Completed Volunteer Sign-In Sheet:	Yes/No
Completed Volunteer Spot Screening Checklist:	Yes/No
Environmental/Situation Description:	Yes/No
Received Volunteer Packet	Yes/No
INTERVIEW QUESTIONS	
Lifeline – Why are you interested in volunteering? Share a story about yourself.	
Preference – Do you have a preference to what position/role you take on?	
Strength – What are your strengths/weaknesses working with different environments and tasks?	
Specific – Do you have the skills necessary to handle the position you just mentioned? Specifics?	
Proof – please list a few accomplishments that demonstrate evidence of your competence.	

INITIAL BEFORE FORWARDING TO NEXT STATION HERE: _____

L-70

GO KIT EQUIPMENT CHECK LIST

VRC Form 09 (08-01-13)

Name: _____

Date: _____

Item	Base Number	Inventory Number	Need to Replace
Clipboards	10 Each		
Clock	2 Each		
Highlighter	5 Each		
Legal Pads	2 Each		
Manila Folder	20 Each		
Maps – City	20 Each		
Maps – County	20 Each		
Paper Clips	2 Boxes		
Paper for Printer	1 Ream		
Pen	30 Each		
Pencils	5 Each		
Phone Books	10 Each		
Post-it Notes	2 Pads		
Scissors	2 Each		
Staplers	2 Each		
Staples	1 Box		
Tape Dispensers with Tape	2 Each		

Citizen Corps – Volunteer Resources

The Nebraska Citizen Corps program, <http://www.citizencorps.gov>, provides training and information to citizens regarding disaster preparedness and, response, promoting the goal of being self-sufficient for 72 hours. It also provides volunteer opportunities for preparedness education and outreach. Citizen Corps has five partner programs: Medical Reserve Corps (MRC), Community Emergency Response Team (CERT), Volunteers in Police Services (VIPS), Fire Corps, and Neighborhood Watch. Not all counties in Nebraska have Citizen Corps Councils, nor all of these programs

A. Medical Reserve Corps (MRC)

The MRC provides volunteers in disasters or public health events. These volunteers can provide medical and health care, administrative, organizational, and logistical support. There are seven MRC regions in Nebraska, see map, Annex G, Attachment 4. The Regional MRC coordinators can notify volunteers when needed for deployment.

B. Community Emergency Response Team (CERT)

CERT trains volunteers in disaster preparedness, light search and rescue, damage assessment, disaster first aid, triage, fire suppression, and basic disaster psychology. CERT volunteers can assist first responders or be used to support community events.

C. Volunteers in Police Services (VIPS)

VIPS provides support and resources for agencies that wish to use the skills of citizen volunteers. The goal is to enhance the capacity of state and local law enforcement to utilize volunteers.

D. Fire Corps

The Fire Corps provides support and resources for fire departments interested in using volunteers to help fill administrative and service roles. Firefighters are then free to focus on their specialized duties. The goal is to aid in fire prevention, response, and education through the volunteers working with the fire department.

E. Neighborhood Watch

The Neighborhood Watch program encourages citizens to be vigilant and proactive about community safety. Issues such as, "eyes-and-ears" training and target-hardening techniques form the core of the program. As groups have grown, the citizens' roles have become more multifaceted and tailored to local needs. USAonWatch, the face of the National Neighborhood Watch Program, empowers citizens to become active in homeland security efforts and to provide information, training, technical support and resources to local law enforcement agencies and citizens.

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JOB AIDS: VOLUNTEER COORDINATION

REGISTRATION FORMS, JOB REQUEST FORMS AND JOB ASSIGNMENTS

The following have been provided by Nebraska Emergency Managers and others in an effort to assist the Volunteer Coordination team during disaster response. The local Emergency Manager may use any of these as is or modify them to fit their situation.

Note that each serves a slightly different purpose.

VOLUNTEER REGISTRATION INFORMATION

This form is used for all volunteers: full-time, occasional or specific disasters.

PLEASE PRINT CLEARLY, COMPLETE AS BEST YOU CAN, RETURN THIS TO A COORDINATOR AT THE REGISTRATION CENTER/TABLE OR FAX TO _____

I am willing to volunteer: for this disaster _____, or work in this county _____,
a neighboring county _____, anywhere in NE _____, anywhere in US _____
Mr. ___ Mrs. ___ Ms. ___ Name (first) _____ (last) _____ DOB ___/___/___

Home Address _____ E-Mail address _____

Day Phone _____ Evening phone _____ Today's date ___/___/___

Emergency contact _____ Relationship _____ Emergency phone _____

Occupation _____ Employer _____

Business address _____ City _____ ST _____ ZIP _____

Medical conditions that may limit activity _____ Allergic to _____

If under 18, a parent or guardian must sign here as approval to work: _____

I am a year-round Nebraska resident: yes ___ no ___; if not, which months available? _____

I am currently affiliated with the _____ disaster agency and have been trained in the following special skills: _____

Skills; Please check all that apply that you are willing to use.

Medical

- Doctor/Nurse/EMT
- First Aid
- Mental health counsel
- Veterinarian
- Veterinarian Tech

Communications

- CB or HAM operator
- Hotline/rumor control
- Public relations
- Media: print, electronic
- Web page design/maint.
- Public speaking

Languages:

- Spanish
- Vietnamese
- Ukrainian
- Bosnian
- Russian
- Chinese
- Arabic
- Other _____

Office Support

- Clerical-filing, copying
- Data entry

- Phone center
- Word processing
- Messenger
- Auditing/accounting
- Other _____

Service

- Food; prep, serve, clean
- Elder/disabled care
- Child care
- Shelter management
- Spiritual counseling
- Social work
- Citizen Corps
- Search and rescue
- Traffic control
- Crime watch
- Animal rescue/care
- Waste Disposal

Structural

- Damage assessment
- Metal construction
- Wood construction
- Masonry construct
- Plumbing
- Electrical
- Roofing

Transportation

- (use A = available for use)
- (use O= qualified operator)
- Car
- Van / station wagon
- Truck, capacity _____
- 4WD/ATV
- Boat, capacity _____
- CDL- Class _____
- Maintenance/repair

Labor

- Loading / shipping
- Sort/Inventory/packing
- Clean-up debris
- Supervisory experience

Equipment

- (use A = available for use)
- (use O= qualified operator)
- Backhoe
- Chainsaw
- Generator
- Skid loader
- Front-end loader
- Other _____

VOLUNTEER REGISTRATION INFORMATION

- Side 2 -

(Emergency Manager NOTE: This statements below are suggestions only. The following has not been reviewed by any legal representative for the state of Nebraska, nor shall it be construed to alter any law, executive order, rule, regulation, or local jurisdiction’s resolution concerning liability for volunteers assisting in disaster work. EMs are advised to have their county attorney review and provide guidance on the following statement.)

The Volunteer Protection Act of 1997 provides legal immunity for registered volunteers working in disaster-related functions, who are working within the scope of their assigned responsibilities, are acting in good faith and are not guilty of gross negligence.

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify and hold harmless the Coordination Agency, Local Governments, State of Nebraska, disaster response and recovery supporting non-profit, non-government Agencies, the organizers, sponsors and supervisors of all disaster preparedness, response and recovery activities from all liability for any and all risk of damage or bodily injury or death that may occur to me (including any injury caused by negligence), in connection with any volunteer disaster effort in which I choose to participate.

I likewise hold harmless from liability any person transporting me to or from any disaster relief activity.

In addition, disaster relief officials have permission to utilize any photographs, digital images, or videos taken of me for publicity or training purposes.

I will abide by all safety instructions and information provided to me during disaster relief efforts.

I expressly agree that this release, waiver and indemnity agreement is intended to be as broad and inclusive as permitted by the State of Nebraska, and that if any portion thereof is held invalid, it is agreed that the balance shall notwithstanding, continue in full force.

I have no known physical or mental conditions, except as indicated on the reverse side of this form, that would impair my capability to participate fully, as intended or expected of me.

I have carefully read this release and indemnification and understand the contents thereof and sign this release as my own free act.

Signature _____ Date _____

Parent/Guardian, if under 18 _____ Date _____

Please return this signed form to the registration desk or Volunteer Coordinator

COUNTY NAME/LOGO

REQUEST FOR VOLUNTEER HELP

REQUEST # _____

COMPLETE ONE REQUEST FOR EACH PROPERTY OWNER'S/AGENCY'S REQUEST FOR HELP

Date of request _____ Coordinator _____

Individual Agency Contact person _____ Phone(s) _____

Location of work site _____

Directions to site: _____

Type of work: _____

Special physical or hazardous conditions: _____

Special skills / equipment needed: _____

Estimated number needed: _____ Duration of job: (days/hours) _____

When work can begin: _____

CONTACT WITH REQUESTOR:

Date	Comments	Coordinator

VOLUNTEERS REFERRED

NAME	DATE	NAME	DATE

(USE ADDITIONAL PAGES AS NEEDED)

TASK COMPLETED ON ___/___/___ CANNOT FILL REQUEST _____

COORDINATOR: WHEN THE WORK HAS BEEN COMPLETED, RETURN THIS RECORD TO THE APPROPRIATE SECTION (Logistics or Administrative) AT THE EOC.

Date: _____
(mm/dd/yy)

Volunteer Sign-In Sheet

Coordinator or Crew leader

**** (starred) blanks must be filled out completely or the time is not eligible for credit.**

**Name: (PRINT)	**Location of work today	**Type of work done	**Start time	**End time	**Total hours	Notes

Volunteer Sign-in / Sign out and Assignment Sheet

Disaster _____ Coordinator _____ Date _____ Crew Leader _____ Page _____

NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	

Volunteer Sign-In / Sign-out and Assignment Sheet

_____ County Disaster _____ Coordinator _____ Date _____ Page _____

NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			

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Local Emergency Operations Plan 2020

SCOTTS BLUFF COUNTY

Copy No. _____

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LEOP

**AUG 01
2020**

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Reports1

Council to discuss and consider action on the Economic Development Agreement with Original Equipment Co.

Staff Contact: Starr Lehl, Economic Development Director

ECONOMIC DEVELOPMENT ASSISTANCE AGREEMENT

This Agreement is made on September ___, 2020, between the City of Scottsbluff, Nebraska (the “City”) and Original Equipment Co. (the “Applicant”).

Recitals:

a. The City has adopted an Economic Development Plan pursuant to the Nebraska Local Option Municipal Economic Development Act (the “Plan”). Pursuant to the Plan, the City has implemented an Economic Development Program (the “Program”).

b. The Applicant has made application for assistance from the Program (the “Application”);

c. The Administrator of the Program (the “Administrator”) and the City Economic Development Application Review Committee (the “Committee”) have reviewed the Application and recommended to the City Council (the “Council”) that a loan (the “Loan”) be made to the Applicant from the City of Scottsbluff Economic Development Fund (the “Fund”) as provided for in this Agreement. The City Council has approved the Committee’s recommendation.

d. The parties now desire to enter into this Agreement for the purpose of setting out the terms and conditions of the Loan.

Agreement:

1. Purpose of Loan:

The Applicant is relocating and expanding its truck fabrication and production facility (the “Facility”) to a new building located at 709 South Beltline Highway West in Scottsbluff. The proceeds of the Loan will be used for equipment, fixtures and working capital for the relocation and expansion.

2. Amount of Loan:

The Loan shall be in the amount of \$750,000 and shall be disbursed from the Fund to the Applicant as provided for below. The Loan shall be represented by a promissory note (the “Note”) to be signed at the Loan Closing in the form of the attached “Exhibit A”. With respect to the Note:

a. The Note shall carry interest from January 1, 2021 (the “Note Interest Date”), at the rate of 1% per annum. Accrued interest, if any, shall be paid as of the Job Credit Effective Start Date (as provided for below).

b. The Note shall be repaid over 10 equal annual amortized payments of principal and interest. The first payment shall be due 45 days after the first anniversary of the Job Credit Effective Date, with each additional payment due on the same day of each subsequent year until the Note is paid in full. If not sooner paid, the balance of the Note shall be payable on the 10th anniversary of the Job Credit Effective Date.

c. Upon Receipt of each Annual Report (as provided for below), the City will make a preliminary review based on the Annual Job Credits claimed. The amount of the Annual Job Credits, adjusted for any adjustments from the preliminary review, shall then be applied against the principal of the Note. The difference in the amount applied to the principal, plus the interest then accrued on the Note, shall be paid to the City on the payment date as provided for above.

3. Loan Disbursement and Loan Closing:

As soon as the Applicant has satisfied the conditions to the Loan Closing, the amount of the Loan shall be scheduled as a claim at the next City Council meeting for which the matter may be reasonably scheduled; provided, however, the City reserves the right to disburse the Loan over 2 payments in order to spread the amount disbursed over two fiscal years. Disbursement of the Loan proceeds shall be made within 10 business days after the Council has approved a claim for the Loan amount to be disbursed. The first disbursement of the Loan proceeds shall constitute the "Loan Closing".

4. Job Credit Effective Date and Term:

The Applicant may earn Job Credits (as provided for below). In connection with the calculation of the Job Credits:

a. The Applicant shall advise the City in writing as to the date (which shall correspond with the first day of a calendar quarter) that it desires to be the effective date for Job Credit calculation purposes (the "Job Credit Effective Date"); provided, however, the Job Credit Effective Date shall be no later than October 1, 2021.

b. The term of this Agreement shall begin as of this date and shall continue until the end of 10 years from the Job Credit Effective Date (the "Term").

c. A "Year" shall mean the 12-month period ending as of the day prior to each annual anniversary of the Job Credit Effective Date.

5. Job Credits:

As long as the Applicant is not in default of the Note, this Agreement, or any other document entered into pursuant to this Agreement, the Applicant shall be eligible for credit against the balance due under the Note for Job Credits earned during a Year. "Annual Job Credits" shall be calculated as follows:

a. The Applicant is eligible to receive a “Base Annual Job Credit” during a Year equal to the Eligible FTE’s for a Year multiplied by \$2000.

b. If at the end of a Year, (1) the Annual Report (as provided for below) indicates that the Applicant has any Eligible FTE’s that have average earnings for the Year of at least (i) \$14 per hour in the case of hourly employees, or (ii) \$29,120 in the case of salaried employees, and (2) such employees are eligible for the Applicant’s fringe benefit plan, then the Applicant may earn additional job credits (the “Additional Annual Credits”) as calculated on a per employee basis based on the following table:

<u>Additional Credit</u>	<u>Hourly Rate (Based on 2080 hours)</u>	<u>Annual Salary</u>
\$400	\$14.00 to \$17.99	\$29,120 to \$37,439
\$800	\$18.00 to \$21.99	\$37,440 to \$45,759
\$1200	\$22.00 to \$25.99	\$45,760 to \$54,079
\$1600	\$26.00 to \$29.99	\$54,080 to \$62,399
\$2000	\$30.00 and above	\$62,400 and above

In calculating the hourly rate or salary rate for purposes of the above table, the Applicant is entitled to add the hourly equivalent or annual cost of the following fringe benefits provided to the applicable employee by the Applicant: 401k Plan, profit sharing or equivalent retirement benefits, health insurance, and life and disability insurance.

c. For purposes of this Agreement, Annual Job Credit shall mean the total of the Base Annual Job Credits and the Additional Annual Credit.

d. The amount of the Annual Job Credit may not exceed \$75150,000 per Year (the “Maximum Annual Credit”). If the Applicant earns credits in excess of the Maximum Annual Credit in any one Year, the excess credits may be carried back to one or more prior Years where the Maximum Annual Credit was not earned, as long as the Maximum Annual Credit is not exceeded for any one Year. Excess credits may not be carried forward.

In order to receive Annual Job Credits, the Applicant must file an Annual Report as provided for below. Annual Job Credits shall be applied against the principal balance of the Note as prepayments, which prepayments shall not alter the amount of the monthlyannual payment due under the Note. If at any time, the Annual Job Credits exceed the balance of the Note, then the City shall refund the excess to the Applicant.

6. Employee Definitions:

a. “Full Time Employee” shall mean a bona fide employee of the Applicant who (1) is classified by the Applicant as full time; and (2) subject to normal and reasonable waiting periods, is eligible for the employer’s normal fringe benefit package.

b. “Eligible Full Time Employee” shall mean a Full Time Employee who: (1) primarily works within the City, and (2) resides within 60 miles of the corporate limits of the City; provided, however any Full Time Employee who does not reside within 60 miles of the corporate limits of the City at the time that the Full Time Employee is hired, shall nevertheless be considered an Eligible Full Time Employee if the Full Time Employee moves to a residence within the required geographic area within 6 months of the hiring of the Eligible Full Time Employee.

c. “Full Time Equivalent” Employees (the “FTE’s”) shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 2080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid on the basis of 40 hours per week.

d. “Eligible FTE’s” shall mean the FTE’s calculated for a Year less 80.

7. Representations and Warranties of the Applicant:

The Applicant represents and warrants the following, all of which shall survive the Closing:

a. The Applicant is a corporation organized, existing, and in good standing under the laws of Nebraska. The Applicant has full power and authority to enter into this Agreement and carry out the transactions contemplated by this Agreement. The Applicant’s execution, delivery and performance of this Agreement have been authorized by all necessary action on the part of the Applicant. This Agreement, and each agreement and instrument delivered by the Applicant pursuant to it, is the legal and binding obligation of the Applicant, enforceable against the Applicant in accordance with its terms.

b. No representation or warranty made by the Applicant in this Agreement contains or will contain any untrue statement of any material fact, or omits or will fail to state any material fact known to the Applicant that are required to make the statements not misleading.

c. The execution and performance of this Agreement will not violate any provision of law, or conflict with or result in any breach of any of the terms or conditions of, or constitute a

default under any indenture, mortgage, agreement or other instrument to which the Applicant is a party or by which they are bound.

8. Representations and Warranties of the City:

The City represents and warrants the following, all of which shall survive the Loan Closing:

a. The City is a municipal corporation organized and existing under the laws of Nebraska, and has full power and authority to enter into this Agreement and carry out the transactions contemplated by this Agreement. The City’s execution, delivery and performance of this Agreement has been authorized by all necessary action on the part of the City. This Agreement, and each agreement and instrument delivered by the City pursuant to it, is the legal and binding obligation of the City, enforceable against the City in accordance with its terms.

b. No representation or warranty made by the City in this Agreement contains or will contain any untrue statement of any material fact, or omits or will fail to state any material fact known to the City that is required to make the statements not misleading.

9. Conditions to Loan Closing:

The City’s obligation to proceed with the Loan Closing is subject to the Applicant’s fulfillment of each of the following conditions at or prior to the Loan Closing:

a. All representations and warranties of the Applicant shall be true as of the Loan Closing.

b. The Applicant shall have delivered to the City:

(1) Evidence of Good Standing of the Applicant from the Nebraska Secretary of State.

(2) A copy of the current and correct Articles of Incorporation and Bylaws certified by the President or Secretary of the Applicant to be correct;

(3) Certified resolutions of the Board of Directors of the Corporation authorizing this Agreement and providing for signature authority.

c. In order to secure the Loan and the Repayment, the Applicant shall have delivered to the City the following:

(1) A Deed of Trust to be given by AKAJRV 314, LLC which owns the real estate used by the Facility (the “Deed of Trust”). The Deed of Trust shall be second in

priority to the existing Deed of Trust held by Platte Valley Bank. The Deed of Trust shall be in the form of the attached “Exhibit B”.

(2) The guaranty (the “Guaranty”) of Vinc Aulick, the sole majority shareholder of the Applicant. The Guaranty shall be in the form of the attached “Exhibit C”.

d. The Applicant shall have paid off the unearned balance of an existing Economic Development Assistance Agreement between the City, the Applicant and others, dated June 9, 2009.

e. The Applicant shall in all material respects have performed its obligations, agreements, and covenants contained in this Agreement to be performed by them, on, or before the Loan Closing.

f. There shall have been no material adverse change in the operation or financial status of the Applicant and the Loan Closing shall constitute the Applicant’s representations that there has been no such material adverse change.

g. In requesting the disbursement of the Loan, the Applicant is considered to have represented that the above conditions have been satisfied and are continuing to be satisfied.

10. **Annual Reports:**

If the Applicant desires to claim Job Credits, the Applicant shall annually, within 30 days of the end of each Year, provide to the Administrator a report in form and substance acceptable to the Administrator which calculates the Annual Job Credit for the Year (the “Annual Report”). The Administrator shall have the right at any time to (i) require that the Annual Reports be reviewed at the Applicant’s expense by a Certified Public Accountant reasonably acceptable to the Administrator, or (ii) hire, at the Administrator’s own expense, an independent Certified Public Accountant or other financial expert, to review the books and records of the Applicant pertaining to the Annual Report and any other terms and conditions as provided for in this Agreement. If after a review or audit of the Applicant’s records it is discovered that the Annual Job Credit claimed on the Annual Job Credit Report exceeds 10% of the Annual Job Credit as determined by the Administrator, then the Administrator may require the Applicant to reimburse the Fund for the actual cost of the audit.

11. **Default:**

The Applicant shall be in default in this Agreement and the Note if any of the following happen:

a. Failure to comply with any of the terms of this Agreement, the Note, the Security Agreement or the Guaranty, to include an assignment not permitted under this Agreement.

b. Any warranty, representation or statement made or given to the City by the Applicant proves to have been false in any material respect when made or given.

c. Dissolution or liquidation of any of the Applicant, the termination of existence, insolvency, business failure, appointment of a receiver, assignment for the benefit of creditors, or bankruptcy of the Applicant.

d. The Applicant ceases to conduct business at the Facility or moves the business conducted at the Facility outside of the City.

12. Assignability:

The Administrator may assign his interest in this Agreement to any successor administrator designated by the City Council. The Applicant may not assign or transfer its interest in this Agreement without the consent of the Administrator. Assignment shall include a transfer of ownership of the Applicant which results in ~~the Partners~~ Vinc Aulick owning less than 51% of the ownership interests of the Applicant.

13. Confidentiality:

It is agreed that this Agreement and its terms are public record and are not confidential. However, the City agrees to take reasonable steps to insure that any financial and proprietary information provided in connection with this Agreement by the Applicant shall remain confidential and shall not be revealed or disclosed to outside sources unless the information is public knowledge, is independently developed, or is required to be disclosed by law or legal process.

14. Notices:

Any notices or other communications between the parties shall be personally delivered, sent by certified or registered mail, return receipt requested, by Federal Express or similar service that records delivery, to the addresses set out below, or to such other address as a party may designate, from time to time, by written notice to the other. A notice shall be deemed effective upon receipt.

a. If to the City:

City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69361
Attention: City Manager

b. If to the Applicant:

Original Equipment Co.
730 Avenue I
PO Box 259
Scottsbluff, NE 69361
Attention: Vinc Aulick

15. Miscellaneous:

- a. This Agreement constitutes the entire agreement of the parties with respect to its subject matter, and may only be modified by a writing signed by both of the parties.
- b. The City's waiver of any one default shall not be a waiver of the same or any other default in the future. In addition, the City's failure to exercise any right given to it by this Agreement shall not be a waiver of any later exercise of that right.
- c. The provisions of this Agreement are severable and if any provision is held to be invalid, the remainder of the Agreement shall remain in effect.
- d. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute a single instrument.
- e. This Agreement shall be governed by the laws of Nebraska.
- f. This Agreement shall be binding on the successors and assigns of the parties.

[Signature page to follow]

**Signature Page to Economic Development Assistance Agreement between
the City of Scottsbluff, Nebraska and Original Equipment Co.**

City of Scottsbluff, Nebraska

Original Equipment Co.

By: _____
Economic Development
Program Administrator

By: _____
Vinc Aulick, President

ECONOMIC DEVELOPMENT ASSISTANCE AGREEMENT

This Agreement is made on September ___, 2020, between the City of Scottsbluff, Nebraska (the “City”) and Original Equipment Co. (the “Applicant”).

Recitals:

a. The City has adopted an Economic Development Plan pursuant to the Nebraska Local Option Municipal Economic Development Act (the “Plan”). Pursuant to the Plan, the City has implemented an Economic Development Program (the “Program”).

b. The Applicant has made application for assistance from the Program (the “Application”);

c. The Administrator of the Program (the “Administrator”) and the City Economic Development Application Review Committee (the “Committee”) have reviewed the Application and recommended to the City Council (the “Council”) that a loan (the “Loan”) be made to the Applicant from the City of Scottsbluff Economic Development Fund (the “Fund”) as provided for in this Agreement. The City Council has approved the Committee’s recommendation.

d. The parties now desire to enter into this Agreement for the purpose of setting out the terms and conditions of the Loan.

Agreement:

1. Purpose of Loan:

The Applicant is relocating and expanding its truck fabrication and production facility (the “Facility”) to a new building located at 709 South Beltline Highway West in Scottsbluff. The proceeds of the Loan will be used for equipment, fixtures and working capital for the relocation and expansion.

2. Amount of Loan:

The Loan shall be in the amount of \$750,000 and shall be disbursed from the Fund to the Applicant as provided for below. The Loan shall be represented by a promissory note (the “Note”) to be signed at the Loan Closing in the form of the attached “Exhibit A”. With respect to the Note:

a. The Note shall carry interest from January 1, 2021 (the “Note Interest Date”), at the rate of 1% per annum. Accrued interest, if any, shall be paid as of the Job Credit Effective Start Date (as provided for below).

b. The Note shall be repaid over 10 equal annual amortized payments of principal and interest. The first payment shall be due 45 days after the first anniversary of the Job Credit Effective Date, with each additional payment due on the same day of each subsequent year until the Note is paid in full. If not sooner paid, the balance of the Note shall be payable on the 10th anniversary of the Job Credit Effective Date.

c. Upon Receipt of each Annual Report (as provided for below), the City will make a preliminary review based on the Annual Job Credits claimed. The amount of the Annual Job Credits, adjusted for any adjustments from the preliminary review, shall then be applied against the principal of the Note. The difference in the amount applied to the principal, plus the interest then accrued on the Note, shall be paid to the City on the payment date as provided for above.

3. Loan Disbursement and Loan Closing:

As soon as the Applicant has satisfied the conditions to the Loan Closing, the amount of the Loan shall be scheduled as a claim at the next City Council meeting for which the matter may be reasonably scheduled; provided, however, the City reserves the right to disburse the Loan over 2 payments in order to spread the amount disbursed over two fiscal years. Disbursement of the Loan proceeds shall be made within 10 business days after the Council has approved a claim for the amount to be disbursed. The first disbursement of the Loan proceeds shall constitute the "Loan Closing".

4. Job Credit Effective Date and Term:

The Applicant may earn Job Credits (as provided for below). In connection with the calculation of the Job Credits:

a. The Applicant shall advise the City in writing as to the date (which shall correspond with the first day of a calendar quarter) that it desires to be the effective date for Job Credit calculation purposes (the "Job Credit Effective Date"); provided, however, the Job Credit Effective Date shall be no later than October 1, 2021.

b. The term of this Agreement shall begin as of this date and shall continue until the end of 10 years from the Job Credit Effective Date (the "Term").

c. A "Year" shall mean the 12-month period ending as of the day prior to each annual anniversary of the Job Credit Effective Date.

5. Job Credits:

As long as the Applicant is not in default of the Note, this Agreement, or any other document entered into pursuant to this Agreement, the Applicant shall be eligible for credit against the balance due under the Note for Job Credits earned during a Year. "Annual Job Credits" shall be calculated as follows:

a. The Applicant is eligible to receive a “Base Annual Job Credit” during a Year equal to the Eligible FTE’s for a Year multiplied by \$2000.

b. If at the end of a Year, (1) the Annual Report (as provided for below) indicates that the Applicant has any Eligible FTE’s that have average earnings for the Year of at least (i) \$14 per hour in the case of hourly employees, or (ii) \$29,120 in the case of salaried employees, and (2) such employees are eligible for the Applicant’s fringe benefit plan, then the Applicant may earn additional job credits (the “Additional Annual Credits”) as calculated on a per employee basis based on the following table:

<u>Additional Credit</u>	<u>Hourly Rate (Based on 2080 hours)</u>	<u>Annual Salary</u>
\$400	\$14.00 to \$17.99	\$29,120 to \$37,439
\$800	\$18.00 to \$21.99	\$37,440 to \$45,759
\$1200	\$22.00 to \$25.99	\$45,760 to \$54,079
\$1600	\$26.00 to \$29.99	\$54,080 to \$62,399
\$2000	\$30.00 and above	\$62,400 and above

In calculating the hourly rate or salary rate for purposes of the above table, the Applicant is entitled to add the hourly equivalent or annual cost of the following fringe benefits provided to the applicable employee by the Applicant: 401k Plan, profit sharing or equivalent retirement benefits, health insurance, and life and disability insurance.

c. For purposes of this Agreement, Annual Job Credit shall mean the total of the Base Annual Job Credits and the Additional Annual Credit.

d. The amount of the Annual Job Credit may not exceed \$150,000 per Year (the “Maximum Annual Credit”). If the Applicant earns credits in excess of the Maximum Annual Credit in any one Year, the excess credits may be carried back to one or more prior Years where the Maximum Annual Credit was not earned, as long as the Maximum Annual Credit is not exceeded for any one Year. Excess credits may not be carried forward.

In order to receive Annual Job Credits, the Applicant must file an Annual Report as provided for below. Annual Job Credits shall be applied against the principal balance of the Note as prepayments, which prepayments shall not alter the amount of the annual payment due under the Note. If at any time, the Annual Job Credits exceed the balance of the Note, then the City shall refund the excess to the Applicant.

6. Employee Definitions:

a. "Full Time Employee" shall mean a bona fide employee of the Applicant who (1) is classified by the Applicant as full time; and (2) subject to normal and reasonable waiting periods, is eligible for the employer's normal fringe benefit package.

b. "Eligible Full Time Employee" shall mean a Full Time Employee who: (1) primarily works within the City, and (2) resides within 60 miles of the corporate limits of the City; provided, however any Full Time Employee who does not reside within 60 miles of the corporate limits of the City at the time that the Full Time Employee is hired, shall nevertheless be considered an Eligible Full Time Employee if the Full Time Employee moves to a residence within the required geographic area within 6 months of the hiring of the Eligible Full Time Employee.

c. "Full Time Equivalent" Employees (the "FTE's") shall be the number arrived at by dividing the total hours paid by the Applicant to their Eligible Full Time Employees during a Year divided by 2080 hours, and then rounded down to the nearest tenth; provided, however, the maximum hours paid that can be counted for any one Eligible Full Time Employee shall not exceed 40 hours per week. Salaried employees shall be presumed to have been paid on the basis of 40 hours per week.

d. "Eligible FTE's" shall mean the FTE's calculated for a Year less 80.

7. Representations and Warranties of the Applicant:

The Applicant represents and warrants the following, all of which shall survive the Closing:

a. The Applicant is a corporation organized, existing, and in good standing under the laws of Nebraska. The Applicant has full power and authority to enter into this Agreement and carry out the transactions contemplated by this Agreement. The Applicant's execution, delivery and performance of this Agreement have been authorized by all necessary action on the part of the Applicant. This Agreement, and each agreement and instrument delivered by the Applicant pursuant to it, is the legal and binding obligation of the Applicant, enforceable against the Applicant in accordance with its terms.

b. No representation or warranty made by the Applicant in this Agreement contains or will contain any untrue statement of any material fact, or omits or will fail to state any material fact known to the Applicant that are required to make the statements not misleading.

c. The execution and performance of this Agreement will not violate any provision of law, or conflict with or result in any breach of any of the terms or conditions of, or constitute a default under any indenture, mortgage, agreement or other instrument to which the Applicant is a party or by which they are bound.

8. Representations and Warranties of the City:

The City represents and warrants the following, all of which shall survive the Loan Closing:

a. The City is a municipal corporation organized and existing under the laws of Nebraska, and has full power and authority to enter into this Agreement and carry out the transactions contemplated by this Agreement. The City’s execution, delivery and performance of this Agreement has been authorized by all necessary action on the part of the City. This Agreement, and each agreement and instrument delivered by the City pursuant to it, is the legal and binding obligation of the City, enforceable against the City in accordance with its terms.

b. No representation or warranty made by the City in this Agreement contains or will contain any untrue statement of any material fact, or omits or will fail to state any material fact known to the City that is required to make the statements not misleading.

9. Conditions to Loan Closing:

The City’s obligation to proceed with the Loan Closing is subject to the Applicant’s fulfillment of each of the following conditions at or prior to the Loan Closing:

a. All representations and warranties of the Applicant shall be true as of the Loan Closing.

b. The Applicant shall have delivered to the City:

(1) Evidence of Good Standing of the Applicant from the Nebraska Secretary of State.

(2) A copy of the current and correct Articles of Incorporation and Bylaws certified by the President or Secretary of the Applicant to be correct;

(3) Certified resolutions of the Board of Directors of the Corporation authorizing this Agreement and providing for signature authority.

c. In order to secure the Loan and the Repayment, the Applicant shall have delivered to the City the following:

(1) A Deed of Trust to be given by AKAJRV 314, LLC which owns the real estate used by the Facility (the “Deed of Trust”). The Deed of Trust shall be second in priority to the existing Deed of Trust held by Platte Valley Bank. The Deed of Trust shall be in the form of the attached “Exhibit B”.

(2) The guaranty (the "Guaranty") of Vinc Aulick, the majority shareholder of the Applicant. The Guaranty shall be in the form of the attached "Exhibit C".

d. The Applicant shall have paid off the unearned balance of an existing Economic Development Assistance Agreement between the City, the Applicant and others, dated June 9, 2009.

e. The Applicant shall in all material respects have performed its obligations, agreements, and covenants contained in this Agreement to be performed by them, on, or before the Loan Closing.

f. There shall have been no material adverse change in the operation or financial status of the Applicant and the Loan Closing shall constitute the Applicant's representations that there has been no such material adverse change.

g. In requesting the disbursement of the Loan, the Applicant is considered to have represented that the above conditions have been satisfied and are continuing to be satisfied.

10. Annual Reports:

If the Applicant desires to claim Job Credits, the Applicant shall annually, within 30 days of the end of each Year, provide to the Administrator a report in form and substance acceptable to the Administrator which calculates the Annual Job Credit for the Year (the "Annual Report"). The Administrator shall have the right at any time to (i) require that the Annual Reports be reviewed at the Applicant's expense by a Certified Public Accountant reasonably acceptable to the Administrator, or (ii) hire, at the Administrator's own expense, an independent Certified Public Accountant or other financial expert, to review the books and records of the Applicant pertaining to the Annual Report and any other terms and conditions as provided for in this Agreement. If after a review or audit of the Applicant's records it is discovered that the Annual Job Credit claimed on the Annual Job Credit Report exceeds 10% of the Annual Job Credit as determined by the Administrator, then the Administrator may require the Applicant to reimburse the Fund for the actual cost of the audit.

11. Default:

The Applicant shall be in default in this Agreement and the Note if any of the following happen:

a. Failure to comply with any of the terms of this Agreement, the Note, the Security Agreement or the Guaranty, to include an assignment not permitted under this Agreement.

b. Any warranty, representation or statement made or given to the City by the Applicant proves to have been false in any material respect when made or given.

c. Dissolution or liquidation of any of the Applicant, the termination of existence, insolvency, business failure, appointment of a receiver, assignment for the benefit of creditors, or bankruptcy of the Applicant.

d. The Applicant ceases to conduct business at the Facility or moves the business conducted at the Facility outside of the City.

12. Assignability:

The Administrator may assign his interest in this Agreement to any successor administrator designated by the City Council. The Applicant may not assign or transfer its interest in this Agreement without the consent of the Administrator. Assignment shall include a transfer of ownership of the Applicant which results in Vinc Aulick owning less than 51% of the ownership interests of the Applicant.

13. Confidentiality:

It is agreed that this Agreement and its terms are public record and are not confidential. However, the City agrees to take reasonable steps to insure that any financial and proprietary information provided in connection with this Agreement by the Applicant shall remain confidential and shall not be revealed or disclosed to outside sources unless the information is public knowledge, is independently developed, or is required to be disclosed by law or legal process.

14. Notices:

Any notices or other communications between the parties shall be personally delivered, sent by certified or registered mail, return receipt requested, by Federal Express or similar service that records delivery, to the addresses set out below, or to such other address as a party may designate, from time to time, by written notice to the other. A notice shall be deemed effective upon receipt.

a. If to the City:

City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69361
Attention: City Manager

b. If to the Applicant:

Original Equipment Co.
730 Avenue I
PO Box 259
Scottsbluff, NE 69361
Attention: Vinc Aulick

15. Miscellaneous:

a. This Agreement constitutes the entire agreement of the parties with respect to its subject matter, and may only be modified by a writing signed by both of the parties.

b. The City's waiver of any one default shall not be a waiver of the same or any other default in the future. In addition, the City's failure to exercise any right given to it by this Agreement shall not be a waiver of any later exercise of that right.

c. The provisions of this Agreement are severable and if any provision is held to be invalid, the remainder of the Agreement shall remain in effect.

d. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute a single instrument.

e. This Agreement shall be governed by the laws of Nebraska.

f. This Agreement shall be binding on the successors and assigns of the parties.

[Signature page to follow]

**Signature Page to Economic Development Assistance Agreement between
the City of Scottsbluff, Nebraska and Original Equipment Co.**

City of Scottsbluff, Nebraska

Original Equipment Co.

By: _____
Economic Development
Program Administrator

By: _____
Vinc Aulick, President

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Reports2

Council to discuss and consider action on the renewal of Lease Agreements with Telecom West, Inc. for their wireless antenna systems on the Airport and Cemetery Water Towers and authorize the Mayor to sign the Agreement.

Staff Contact: Rick Kuckkahn, Interim City Manager

Agenda Statement

Meeting Date: September 21, 2020

AGENDA TITLE: Council to consider the renewal of Lease Agreements with Telecom West, Inc. for their wireless antenna systems on the Airport and Cemetery Water Towers.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Public Works

PRESENTATION BY: Rick Kuckkahn, Interim City Manager

SUMMARY EXPLANATION: Telecom West, Inc. has 2 existing Lease Agreements with the City for renting a portion of the Airport and Cemetery Water Towers where their antennae, cables, hardware and appurtenances are mounted.

The Lease term renewal options read: This LEASE may be renewed for an additional period after the initial term, upon written request by Lessee and written approval by Lessor 30 days prior to expiration of original LEASE.

We have received their written request to extend both Leases for another 2 year term under the same terms and conditions. The Cemetery Tower Agreement includes a rental fee of \$150.00 a month plus 1 internet service connection for the Cemetery administrative building valued at \$75.00. The Airport Tower Agreement includes a rental fee of \$225.00 a month.

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION: Staff recommends that Council renew these Lease Agreements and authorize the Mayor to execute approval of an additional 2-year term.

Resolution <input type="checkbox"/>	Ordinance <input type="checkbox"/>	EXHIBITS Contract <input checked="" type="checkbox"/>	Minutes <input type="checkbox"/>	Plan/Map <input type="checkbox"/>
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Please provide all visual presentation materials.

Other (specify) Written request for additional 2 year term.

NOTIFICATION LIST: Yes No Further Instructions

City of Scottsbluff
Office of the City Manager

Effective date: January 20, 2017

Telecom West Inc


814 East 3rd St
PO Box 539
Alliance NE 69301
308-762-4072

9/4/2020

City of Scottsbluff
Water Dept
2525 Circle Drive
Scottsbluff, NE 69361

Telecom West INC would like to extend our lease agreement for the Airport water tower space and the Cemetery Water Tower space for another 2 years.

Thank you,



Telecom West INC
Gerald and Sherrie Leistritz
814 E 3rd St.
Alliance, NE 69301
308-762-4072
sherrie.leistritz@yahoo.com

The 2-year Lease Agreements for the Airport and Cemetery Water Towers, provide for renewal under the following:

3. Lease Term, b. Renewal Options. This LEASE may be renewed for an additional period after the initial term, upon written request by Lessee and written approval by Lessor 30 days prior to expiration of original LEASE.

The Lessor (City of Scottsbluff) agrees to renew both LEASES under the same terms and conditions for an additional 2-year period beginning 9-30-20.

City of Scottsbluff

LEASE AGREEMENT

THIS LEASE entered into as of this 30th day of September, 2018, by and between the City of Scottsbluff, a Nebraska Municipal Corporation, hereinafter referred to as "LESSOR." and Telecom West Inc., a Nebraska Corporation hereinafter referred to as "LESSEE."

WHEREAS, LESSOR is the owner of a water tower ("water tower"), on a site located in the Airport area at 2100 Airport Road, City of Scottsbluff, State of Nebraska, and

WHEREAS, LESSEE desires to lease from LESSOR a portion of this water tower to enable LESSEE to erect, operate and maintain equipment for a High Speed Wireless Broadband service, consisting of but not limited to six (6) antennae, one (1) directional flat panel and two (2) directional dishes on the existing water tower, owned by the LESSOR, and the construction of appurtenances, cables and hardware, as deemed necessary by LESSEE and approved by LESSOR.

WITNESSETH, that for and in consideration of the mutual covenants contained herein, the LESSOR and LESSEE agree as follows:

LEASE AGREEMENT

1. Definitions.

Antenna Facilities: The antennae, cables, hardware and other appurtenances installed on LESSOR'S water tower. See Exhibit A.

Water Tower: Water tower site at 2100 Airport Road, Scottsbluff, Nebraska

LESSOR: City of Scottsbluff, Nebraska

LESSEE: Telecom West Inc., a Nebraska Corporation, a High Speed Wireless Broadband Provider.

2. Leased Premises. LESSOR hereby leases to LESSEE and LESSEE leases from LESSOR a portion of the water tower, consisting of space on the water tower ("leased premises"). LESSEE intends to locate directional antennae, and sectorial antennae connecting cables and appurtenances. This LEASE is not a franchise agreement, nor is it a permit to use the LESSOR'S rights-of-way. Any such franchise or right-of-way permit must be obtained separately from LESSOR.

3. Lease Term.

a. Initial Term. The initial LEASE term (“The Initial Term”) shall commence on 09/30/2018 (“The Commencement Date”). This Initial Term shall terminate and end at 12:00 midnight, local time on 09/30/2020, provided the LEASE has not otherwise been terminated as provided herein.

b. Renewal Options. This LEASE may be renewed for an additional period after the initial term, upon written request by LESSEE and written approval by LESSOR, 30 days prior to expiration of original LEASE.

4. Termination. In addition to the termination provisions provided for in Paragraph 3, above or elsewhere herein, this LEASE may be terminated, without any penalty or further liability as follows:

a. LESSEE’S Right of Termination. Provided LESSEE is not in default hereunder, and shall have paid all rents and sums due and payable to LESSOR pursuant to the terms of this LEASE, the LESSEE shall have the right, in LESSEE’S sole discretion for any reason, to terminate this LEASE at anytime, with or without cause, upon six (6) months prior written notice from LESSEE to LESSOR.

b. LESSOR’S Right of Termination. Reciprocally, LESSOR shall have the right to terminate this LEASE at anytime, with or without cause, in LESSOR’S sole discretion, upon six (6) months prior written notice from LESSOR to LESSEE.

c. Failure of LESSEE to Secure Permits. It is understood and agreed by the parties hereto that LESSEE’s ability to use the water tower is contingent upon it obtaining all of the certificates, permits and other approvals that may be required by federal, state or local authorities which will permit LESSEE’S use of the water tower as described herein. LESSEE shall use its best efforts to obtain all of the necessary certificates, permits and approvals, which shall be obtained at LESSEE’s sole expense. In the event any such application for permit shall be finally rejected or LESSEE in its reasonable discretion believes such application approval will be too costly, time consuming or there is a reasonable likelihood that said application will be rejected, or any certificate, permit, license or approval issued to LESSEE is canceled or is withdrawn by governmental authority so that LESSEE in its sole discretion will be unable to use the water tower for the use set forth herein, LESSEE shall have the right to terminate this LEASE.

d. Optional Termination. This LEASE may be terminated (a); by LESSOR if the LESSOR decides, in its sole discretion and for any reason, to redevelop the water tower and/or discontinue use of the water tower. (b) By LESSOR if it determines, in its sole discretion and for any reason, that the water tower is

structurally unsound or otherwise not suitable for LESSEE's use, including but not limited to consideration of age of the structure, damage or destruction of all or part of the water tower from any source, or factors relating to condition of the water tower; (c) by LESSOR if it determines in its sole discretion that continued use of the water tower by LESSEE is in fact a threat to health, safety or welfare or violates applicable laws or ordinances.

e. Alteration, Damage or Destruction. If the water tower or any portion thereof are altered, destroyed or damaged so as to materially hinder effective use of the water tower, through no fault or negligence of LESSEE, LESSEE may elect to terminate this LEASE upon thirty (30) days written notice to LESSOR. In such event, LESSEE shall promptly remove its Antennae Facilities and related equipment from the water tower and shall restore the water tower to the same condition as existed prior to this LEASE. This LEASE (and LESSEE's obligation to pay rent) shall terminate upon LESSEE's fulfillment of the obligations set forth in the preceding sentence, at which termination LESSEE shall be entitled to the reimbursement of any rent prepaid by LESSEE. LESSOR shall have no obligation to repair any damage to any portion of LESSEE's equipment.

f. Other Termination. This LEASE may be terminated as otherwise provided herein.

g. Notice of Termination. Prior written notification of a parties intent to exercise its right to terminate this LEASE shall be by certified mail, return receipt requested, and shall be effective upon receipt of such notice, as evidenced by the return receipt.

h. Effect of Termination. Upon termination, this LEASE shall become null and void and the parties hereto shall have no further obligations, including the payment of rent, except as otherwise provided herein. Upon termination of this LEASE for any reason, LESSEE shall remove its Antennae Facilities and related equipment from the water tower within thirty (30) days of the date of termination, and shall repair any damage to the water tower caused by such equipment, normal wear and tear excepted; all at LESSEE's sole cost and expense. Any such property or facilities, which are not removed by the end of the LEASE term, shall become the property of LESSOR.

5. Rent. Upon the "Commencement Date," and throughout the "Initial Term" of the LEASE, the LESSEE shall pay to LESSOR, without notice to or demand from LESSOR and without any right of setoff or deduction, equal monthly rent installments of \$225.00.

6. Use of Water Tower. LESSEE is authorized by this LEASE to use the water tower solely for the installation, operation, and maintenance of 6 sectorial antennae, 1 directional flat panel and 2 directional dishes to be located at the top of the water tower. One climate controlled enclosure mounted at the base of the water tower. The LESSEE may use the water tower and the equipment it locates thereon for the transmission, reception and operation and maintenance of High Speed Wireless Broadband Service, and uses incidental thereto in accordance with the terms of this LEASE. This use shall be non-exclusive. LESSEE may not add additional equipment and/or antennas beyond that shown without the approval of the LESSOR. LESSOR reserves the right to require LESSEE to relocate its facilities to another location on the water tower. LESSEE shall complete the relocation of its facilities within thirty (30) days after written notice from LESSOR. The relocation shall be at LESSEE'S expense.

a. Required licenses and permits. LESSEE shall, at its expense, comply with all present and future federal, state, and local laws, ordinances, rules and regulations (including laws and ordinances relating to health, radio frequency emissions, other radiation and safety) in connection with the use, operation, maintenance, construction and/or installation of the Antenna Facilities and/or any other permitted activity on the water tower.

b. Removal of Antenna Facilities. The LESSEE shall remove all of its Antennae Facilities and other communications equipment from the water tower upon termination of the LEASE. Such removal shall be done in a workmanlike and careful manner and without interference or damage to any other equipment, structures or operations on the water tower, including use of the water tower by LESSOR or any of LESSOR's assignees or lessees. If, however, LESSEE requests permission not to remove all or a portion of the improvements, and LESSOR consents to such non-removal, title to the affected improvements shall thereupon transfer to LESSOR and the same thereafter shall be the sole and entire property of LESSOR, and LESSEE shall be relieved of its duty to otherwise remove same. Upon removal of the improvements, LESSEE shall restore the affected area of the water tower to the reasonable satisfaction of LESSOR. All costs and expenses for the removal and restoration to be performed by LESSEE shall be borne by LESSEE, and LESSEE shall hold LESSOR harmless from any portion thereof.

7. Installation of Equipment and Leasehold Improvements. LESSEE shall have the right, at its sole cost and expense, to install, operate and maintain on the water tower, in accordance with good engineering practices and with all applicable FCC rules and regulations, its Antenna Facilities.

a. Installation according to plan. LESSEE's installation of all such Antenna Facilities shall be done according to plans approved by LESSOR. Any damage done to the water tower during installation and/or during operations shall be

immediately repaired or replaced at LESSEE's expense and to LESSOR's sole satisfaction.

8. Equipment Upgrade. LESSEE may update or replace the Antennae Facilities from time to time with the prior written approval of LESSOR, provided that the replacement facilities are not greater in number or size than the existing facilities and that any change in their location on the water tower is satisfactory to LESSOR.

9. Maintenance. LESSEE shall, at its own expense, maintain any Antenna Facilities on or attached to the water tower, in a safe condition, in good repair and in a manner suitable to LESSOR so as not to conflict with the use of the water tower or city property by LESSOR. LESSEE shall not interfere with the use of the water tower, the water tower site, related facilities or other equipment of third parties. LESSEE shall have sole responsibility for the maintenance, repair, and security of its equipment, personal property, Antennae facilities, and leasehold improvements, and shall keep the same in good repair and condition during the LEASE term. LESSEE shall keep the water tower free of debris and anything of a dangerous, noxious or offensive nature or which would create a hazard or undue vibration, heat, noise or interference.

9.a. LESSEE will be responsible for and shall indemnify and hold harmless the LESSOR for any damage caused to LESSOR by LESSEE'S use of the water tower. In addition, LESSEE will be responsible for and pay the costs required to move or temporarily relocate the Antenna Facilities in the event the LESSOR determines to conduct maintenance or repainting of the water tower. In such an event, LESSOR agrees to give LESSEE written notice of the maintenance activity at least thirty (30) days prior to it beginning.

10. Water Tower Access. LESSEE, at all times during this LEASE, shall have vehicle ingress and egress to the water tower by means of the existing driveway to the water tower. LESSEE shall have reasonable access to the water tower over the driveway described above in order to install, operate, and maintain its Antennae Facilities. LESSOR shall be allowed and granted access to the water tower at reasonable times to examine and inspect the water tower for safety reasons or to ensure that the LESSEE's covenants are being met.

11. Utilities. LESSEE shall, at its expense, separately meter charges for the consumption of electricity and other utilities associated with its use of the water tower and shall timely pay all costs associated therewith.

12. License Fees. LESSEE shall pay, as they become due and payable, all fees, charges, taxes and expenses required for licenses and/or permits required for or occasioned by LESSEE's use of the water tower.

13. Compliance with Statutes, Regulations, and Approvals. LESSEE's use of the water tower is contingent upon its obtaining all certificates, permits, zoning, and other approvals that may be required by any federal, state or local authority. LESSEE shall erect, maintain and operate its Antennae Facilities in accordance with site standards, state statutes, ordinances, rules and regulations now in effect, or that thereafter may be issued by the Federal Communications Commission, or any other governing bodies.

14. Interference.

a. Interference with LESSOR'S use of water tower or other communications activity. LESSEE's installation, operation, and maintenance of its Antenna Facilities to include transmission facilities and general use of the water tower, shall not damage or interfere in any way, to include but not limited to intermodulation interference, with LESSOR's use of the water tower or related communications operations to include communications and other LESSOR activities not located on the water tower. If LESSEE'S Antenna Facilities, or any part of LESSEE'S operation, installation or maintenance causes interference, LESSEE shall take all measures reasonably necessary to correct and eliminate the interference. If the interference cannot be eliminated, LESSEE shall immediately cease operating its facility until the interference has been eliminated. If the interference cannot be eliminated within 30 days, LESSOR or LESSEE may terminate this LEASE without penalty or liability to the non-terminating party. LESSOR, at all times during this LEASE, reserves the right to take any action it deems necessary, in its sole discretion, to repair, maintain, alter or improve the water tower in connection with water tower operations as may be necessary, including leasing parts of the water tower to others.

b. No guarantee of noninterference. LESSOR does not guarantee to LESSEE noninterference or subsequent noninterference with LESSEE's communications operations. LESSEE'S sole remedy for interference with its operation shall be to terminate this LEASE immediately, without penalty or liability to either party. LESSEE shall have no right to enjoin such interference. In the event any other party except a governmental unit, office or agency requests a lease and/or permission to place any type of additional antenna or transmission facility on the water tower, the procedures of this paragraph shall govern to determine whether such antenna or transmission facility will interfere with LESSEE's transmission operations. If LESSOR receives any such request, LESSOR shall submit a proposal complete with all technical specifications reasonably requested by LESSEE to LESSEE for review for noninterference; however, LESSOR shall not be required to provide LESSEE with any specifications or information claimed to be of a proprietary nature by the third party. The third party shall be responsible for the reasonable cost of preparing the technical specifications for its proposed transmission facility. LESSEE shall have thirty (30) days following receipt of said proposal to make any objections thereto, and failure to make any objection within

said thirty (30) day period shall be deemed consent by LESSEE to the installation of antennas or transmission facilities pursuant to said proposal. If LESSEE gives notice of objection due to interference during such 30 day period and LESSEE's objections are verified by LESSOR to be valid, then LESSOR shall not proceed with such proposal unless LESSOR modifies the proposal in a manner determined, in LESSOR's reasonable judgment, to adequately reduce the interference. In that case, LESSOR may proceed with the proposal. A governmental unit may be allowed to place antennae or other communications facilities on the water tower regardless of potential or actual interference with LESSEE's use, provided however, if LESSEE's use of the water tower is materially affected, LESSEE sole remedy shall be to terminate the LEASE, without penalty or liability to either party. LESSEE shall have no right to enjoin the interference.

15. Default and LESSOR's Remedies. It shall be a default if LESSEE fails to make payment of rent as provided herein, or any other sums to LESSOR when due, and does not cure such default within ten (10) days; or if LESSEE defaults in the performance of any other covenant or condition of this LEASE and does not cure such other default within thirty (30) days after written notice from LESSOR specifying the default complained of; or if LESSEE abandons or vacates the water tower; or if LESSEE is adjudicated as bankrupt or makes any assignment for the benefit of creditors; or if LESSEE becomes insolvent or LESSOR reasonably believes itself to be insecure. In the event of a default, LESSOR shall have the right, at its option, in addition to and not exclusive of any other remedy LESSOR may have by operation of law, without any further demand or notice, to re-enter their water tower and eject all persons there from, and declare this LEASE at an end, in which event LESSEE shall immediately remove its Antennae Facilities and related equipment and property. If suit shall be brought by LESSOR for recovery of possession of the leased space on the water tower, for the recovery of any rent or any other amount due under the provisions of this LEASE, or because of the breach of any other covenant, the LESSEE shall pay to the LESSOR all expenses incurred therefore, including reasonable attorney fees.

16. Cure by LESSOR. In the event of any default of this LEASE by LESSEE, the LESSOR may at any time, after notice, cure the default for the account of and at the expense of the LESSEE. If LESSOR is compelled to pay or elects to pay any sum of money or to do any act which will require the payment of any sum of money or is compelled to incur any expense, including reasonable attorney fees in instituting, prosecuting or defending any action to enforce the LESSOR's rights under this LEASE, the sums so paid by LESSOR, with all interest, costs and damages shall be deemed to be additional rental and shall be due from the LESSEE to LESSOR on the first day of the month following the incurring of the respective expenses.

17. Indemnity and Insurance.

a. Disclaimer of Liability: LESSOR shall not at any time be liable for injury or damage occurring to any person or property from any cause whatsoever arising out of LESSEE's construction, maintenance, repair, use, operation or condition of the water tower or LESSEE's Antennae Facilities.

b. Indemnification: LESSEE shall, at its sole cost and expense, indemnify and hold harmless LESSOR and all of LESSOR'S employees, agents, assignees and contractors (hereinafter referred to as "Indemnitees"), from and against:

1. Any and all liability, obligation, damages, penalties, claims, liens, costs, charges, losses and expenses (including, without limitation, reasonable fees and expenses of attorneys, expert witnesses and consultants), which may be imposed upon, incurred by or be asserted against the Indemnitees by reason of or result of the negligence, willful misconduct or any act or omission of LESSEE or its personnel, employees, agents and assignees, and all of its affiliates and subsidiaries, its subcontractors and/or assignees and their respective servants, agents and employees; and agents, contractors or subcontractors, resulting in personal injury, bodily injury, sickness, disease or death to any person or damage to, loss of or destruction of tangible or intangible property, libel, slander, invasion of privacy and unauthorized use of any trademark, trade name, copyright, patent, service mark or any other right of any person, firm or corporation, which may arise out of or be in any way connected with LESSEE'S construction, installation, operation, maintenance, use or condition of the water tower or LESSEE's Antennae Facilities or the LESSEE's failure to comply with any federal, state or local statute, ordinance or regulation or are claimed to arise out of or be connected with, the performance of this LEASE.

2. Any and all liabilities, obligations, damages, penalties, claims, liens, costs, charges, losses and expenses (including, without limitation, reasonable fees and expenses of attorneys, expert witnesses and other consultants), which are imposed upon, incurred by or asserted against the Indemnitees by reason of any claim or lien arising out of work, labor, materials or supplies provided or supplied to LESSEE, its contractors or subcontractors, for the installation, construction, operation, maintenance or use of the water tower or LESSEE's Antennae Facilities.

It is agreed as a specific element of consideration of this LEASE that the LESSEE'S indemnity of LESSOR shall apply notwithstanding the joint, concurring or contributory or comparative fault or negligence of the LESSOR or any third party and, further notwithstanding any theory of law including, but not limited to, a characterization of the LESSOR'S or any third party's joint, concurring or contributory or comparative fault or negligence as either

passive or active in nature; provided, however, that the LESSEE'S obligation hereunder shall not include amounts attributable to the fault or negligence of the LESSOR. Nothing in this section shall be deemed to impose liability on the LESSEE to indemnify the LESSOR for loss when the LESSOR'S negligence or other actionable fault is the sole cause of loss. With respect to the LESSOR'S rights as set forth herein, the LESSEE expressly waives all statutory defenses, including, but not limited to, those under workers compensation, contribution, comparative fault or similar statutes to the extent said defenses are inconsistent with or would defeat the duty of the LESSEE to indemnify the LESSOR.

b. Defense of Indemnitees: In the event any action or proceeding shall be brought against the Indemnitees by reason of any matter for which the Indemnitees are indemnified hereunder, LESSEE shall, upon notice from any of the Indemnitees, at LESSEE's sole cost and expense, resist and defend the same with legal counsel mutually selected by LESSEE and LESSOR.

c. Notice, Cooperation and Expenses: LESSOR shall give LESSEE prompt notice of the making of any claim or the commencement of any action, suit or other proceeding covered by the provisions of this paragraph. Nothing herein shall be deemed to prevent LESSOR from cooperating with LESSEE and participating in the defense of any litigation by LESSOR's own counsel. LESSEE shall pay all expenses incurred by LESSOR in response to any such actions, suits or proceedings. These expenses shall include all out-of-pocket expenses such as attorney fees and shall also include the reasonable value of any services rendered by the LESSOR's attorney, and the actual expenses of LESSOR's agents, employees or expert witnesses, and disbursements and liabilities assumed by LESSOR in connection with such suits, actions or proceedings but shall not include attorneys' fees for services that are unnecessarily duplicative of services provided LESSOR by LESSEE. If LESSEE requests LESSOR to assist it in such defense then LESSEE shall pay all expenses incurred by LESSOR in response thereto, including defending itself with regard to any such actions, suits or proceedings. These expenses shall include all out-of-pocket expenses such as attorney fees and shall also include the costs of any services rendered by the LESSOR's attorney, and the actual expenses of LESSOR's agents, employees or expert witnesses, and disbursements and liabilities assumed by LESSOR in connection with such suits, actions or proceedings.

d. Assumption of Risk: LESSEE undertakes and assumes for its officers, agents, affiliates, contractors and subcontractors and employees (collectively "LESSEE" for the purpose of this section), all risk of dangerous conditions, if any, on or about the water tower, and LESSEE hereby agrees to indemnify and hold harmless the Indemnitees against and from any claim asserted or liability imposed upon the Indemnitees for personal injury or property damage to any person (other than from Indemnitee's gross negligence) arising out of the LESSEE's installation, operation,

maintenance, condition or use of the water tower or LESSEE's Antennae Facilities or LESSEE's failure to comply with any federal, state or local statute, ordinance or regulation

f. Insurance: During the term of the LEASE, LESSEE shall maintain, or cause to be maintained, in full force and effect and at its sole cost and expense, the following types and limits of insurance, and will include the LESSOR as an additional insured on the policy: Also, the policy cannot be cancelled until after reasonable 30 days notice prior to cancellation is given to LESSOR:

i. Worker's compensation insurance meeting applicable statutory requirements and employer's liability insurance with minimum limits of One Hundred Thousand Dollars (\$100,000) for each accident.

ii. Comprehensive commercial general liability insurance with minimum limits of One Million Dollars (\$1,000,000) as the combined single limit for each occurrence of bodily injury, personal injury and property damage. The policy shall provide blanket contractual liability insurance for all written contracts, and shall include coverage for products and completed operations liability, independent contractor's liability; coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage.

iii. Automobile liability insurance covering all owned, hired, and nonowned vehicles in use by LESSEE, its employees and agents, with personal protection insurance and property protection insurance.

g. Insurance Companies: All insurance shall be effected under valid and enforceable policies, insured by insurers licensed to do business by the State of Nebraska or surplus line carriers on the State of Nebraska Insurance Commissioner's approved list of companies qualified to do business in the State. All insurance carriers and surplus line carriers shall be rated A+ or better by A.M. Best Company.

h. Contractors: LESSEE shall require that each and every one of its contractors and their subcontractors who perform work on the water tower to carry, in full force and effect, workers' compensation, comprehensive public liability and automobile liability insurance coverage of the type which LESSEE is required to obtain under the terms of this paragraph with appropriate limits of insurance.

i. Review of Limits: Once during each calendar year during the term of this LEASE, LESSOR may review the insurance coverage to be carried by LESSEE. If LESSOR determines that higher limits of coverage are necessary to protect the interests of LESSOR or the Additional Insured's, LESSEE shall be so notified and

shall obtain the additional limits of insurance, at its sole cost and expense. LESSEE shall furnish LESSOR a certificate of insurance, indicating all coverage, at signing of this LEASE.

18. Hazardous Substance Indemnification. LESSEE represents and warrants that its use of the water tower will not generate any hazardous substance, and it will not store, dispose nor transport any hazardous substance to or over the water tower. LESSEE further agrees to hold LESSOR harmless from and indemnify LESSOR against any release of any such hazardous substance and any damage, loss, or expense or liability resulting from such release including all attorneys' fees, costs and penalties incurred as a result thereof except any release caused by the negligence of LESSOR, its employees or agents. "Hazardous substance" shall be interpreted broadly to mean any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, hazardous or toxic or radioactive substance, or other similar term by any federal, state or local environmental law, regulation or rule presently in effect or promulgated in the future, as such laws, regulations or rules may be amended from time to time; and it shall be interpreted to include, but not be limited to, any substance which after release into the environment will or may reasonably be anticipated to cause sickness, death or disease.

19. Acceptance of Leased Premises. By taking possession of the leased premises, LESSEE accepts the water tower in the condition existing as of the Commencement Date. LESSOR makes no representation or warranty with respect to the condition of the water tower and LESSOR shall not be liable for any latent or patent defect in the water tower.

20. Assignment. LESSEE may not assign this LEASE or sublet the leased premises without the prior written consent of LESSOR. Nothing in this LEASE shall preclude LESSOR from leasing other space for communications equipment to any person or entity, which may be in competition with LESSEE, or any other party.

21. Successors and Assigns. This LEASE shall be binding upon and inure to the benefit of the parties, their respective successors, personal representatives and assigns.

22. Non-Waiver. Failure of LESSOR to insist on strict performance of any of the conditions, covenants, terms or provisions of this LEASE or to exercise any of its rights hereunder shall not waive such rights, but LESSOR shall have the rights to enforce such rights at any time and take such action as might be lawful or authorized hereunder, either in law or equity. The receipt of any sum paid by LESSEE to LESSOR after a breach of this LEASE shall not be deemed a waiver of such breach unless expressly set forth in writing.

23. Miscellaneous.

a. LESSOR and LESSEE represent that each, respectively, has full right, power, and authority to execute this LEASE.

b. This LEASE constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind not set forth herein. Any modification of or amendment to this LEASE must be in writing and executed by both parties.

c. This LEASE shall be construed in accordance with the laws of the State of Nebraska.

d. If any term of this LEASE is found to be void or invalid, such invalidity shall not affect the remaining terms of this LEASE, which shall continue in full force and effect.

This LEASE was executed as of the date first set forth above.



LESSOR:

City of Scottsbluff

By: _____

LESSEE:

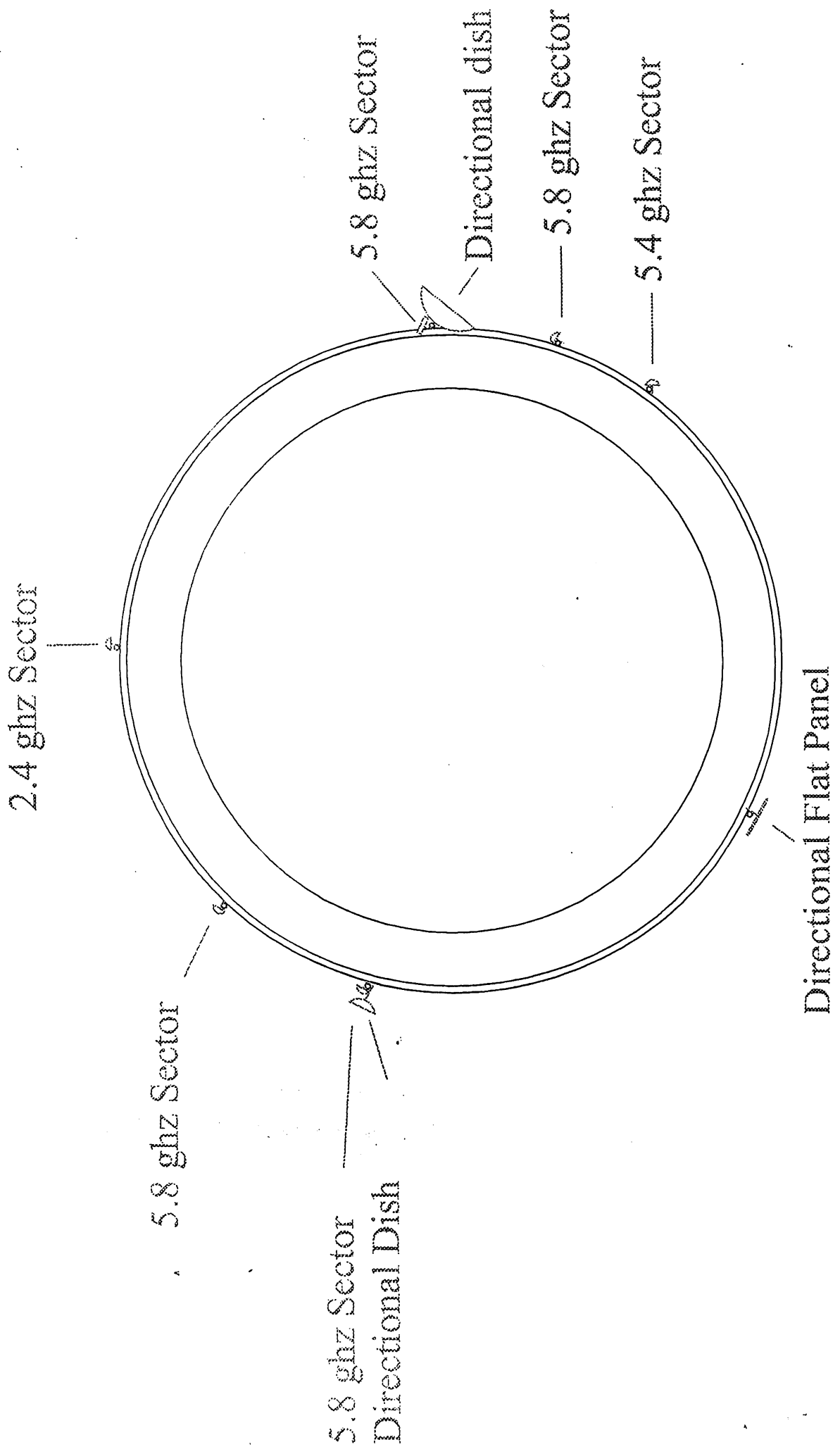
Telecom West Inc.

By: _____

09-10-18

Scottsbluff Airport Water Tower

North



Telecom West Inc

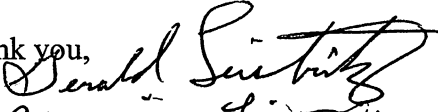

814 East 3rd St
PO Box 539
Alliance NE 69301
308-762-4072

9/4/2020

City of Scottsbluff
Water Dept
2525 Circle Drive
Scottsbluff, NE 69361

Telecom West INC would like to extend our lease agreement for the Airport water tower space and the Cemetery Water Tower space for another 2 years.

Thank you,



Telecom West INC
Gerald and Sherrie Leistritz
814 E 3rd St.
Alliance, NE 69301
308-762-4072
sherrie.leistritz@yahoo.com

The 2-year Lease Agreements for the Airport and Cemetery Water Towers, provide for renewal under the following:

3. Lease Term, b. Renewal Options. This LEASE may be renewed for an additional period after the initial term, upon written request by Lessee and written approval by Lessor 30 days prior to expiration of original LEASE.

The Lessor (City of Scottsbluff) agrees to renew both LEASES under the same terms and conditions for an additional 2-year period beginning 9-30-20.

City of Scottsbluff

LEASE AGREEMENT

THIS LEASE entered into as of this 30th day of September, 2018, by and between the City of Scottsbluff, a Nebraska Municipal Corporation, hereinafter referred to as “LESSOR.” and Telecom West Inc., a Nebraska Corporation hereinafter referred to as “LESSEE.”

WHEREAS, LESSOR is the owner of a water tower (“water tower”), on a site located at 513 E 42nd St., City of Scottsbluff, State of Nebraska, and

WHEREAS, LESSEE desires to lease from LESSOR a portion of this water tower to enable LESSEE to erect, operate and maintain equipment for a High Speed Wireless Broadband service, consisting of but not limited to six (6) antennae and one (1) directional dish on the existing water tower, owned by the LESSOR, and the construction of appurtenances, cables and hardware, as deemed necessary by LESSEE and approved by LESSOR.

WITNESSETH, that for and in consideration of the mutual covenants contained herein, the LESSOR and LESSEE agree as follows:

LEASE AGREEMENT

1. Definitions.

Antenna Facilities: The antennae, cables, hardware and other appurtenances installed on LESSOR’S water tower. See Exhibit A.

Water Tower: Water tower site at 513 E. 42nd St., Scottsbluff, Nebraska

LESSOR: City of Scottsbluff, Nebraska

LESSEE: Telecom West Inc., a Nebraska Corporation, a High Speed Wireless Broadband Provider.

2. Leased Premises. LESSOR hereby leases to LESSEE and LESSEE leases from LESSOR a portion of the water tower, consisting of space on the water tower (“leased premises”). LESSEE intends to locate directional antennae, and sectorial antennae connecting cables and appurtenances. This LEASE is not a franchise agreement, nor is it a permit to use the LESSOR’S rights-of-way. Any such franchise or right-of-way permit must be obtained separately from LESSOR.

3. Lease Term.

a. Initial Term. The initial LEASE term (“The Initial Term”) shall commence on 09/30/2018 (“The Commencement Date”). This Initial Term shall terminate and end at 12:00 midnight, local time on 09/30/2020, provided the LEASE has not otherwise been terminated as provided herein.

b. Renewal Options. This LEASE may be renewed for an additional period after the initial term, upon written request by LESSEE and written approval by LESSOR, 30 days prior to expiration of original LEASE.

4. Termination. In addition to the termination provisions provided for in Paragraph 3, above or elsewhere herein, this LEASE may be terminated, without any penalty or further liability as follows:

a. LESSEE’S Right of Termination. Provided LESSEE is not in default hereunder, and shall have paid all rents and sums due and payable to LESSOR pursuant to the terms of this LEASE, the LESSEE shall have the right, in LESSEE’S sole discretion for any reason, to terminate this LEASE at anytime, with or without cause, upon six (6) months prior written notice from LESSEE to LESSOR.

b. LESSOR’S Right of Termination. Reciprocally, LESSOR shall have the right to terminate this LEASE at anytime, with or without cause, in LESSOR’S sole discretion, upon six (6) months prior written notice from LESSOR to LESSEE.

c. Failure of LESSEE to Secure Permits. It is understood and agreed by the parties hereto that LESSEE’s ability to use the water tower is contingent upon it obtaining all of the certificates, permits and other approvals that may be required by federal, state or local authorities which will permit LESSEE’S use of the water tower as described herein. LESSEE shall use its best efforts to obtain all of the necessary certificates, permits and approvals, which shall be obtained at LESSEE’s sole expense. In the event any such application for permit shall be finally rejected or LESSEE in its reasonable discretion believes such application approval will be too costly, time consuming or there is a reasonable likelihood that said application will be rejected, or any certificate, permit, license or approval issued to LESSEE is canceled or is withdrawn by governmental authority so that LESSEE in its sole discretion will be unable to use the water tower for the use set forth herein, LESSEE shall have the right to terminate this LEASE.

d. Optional Termination. This LEASE may be terminated (a); by LESSOR if the LESSOR decides, in its sole discretion and for any reason, to redevelop the water tower and/or discontinue use of the water tower. (b) By LESSOR if it determines, in its sole discretion and for any reason, that the water tower is

structurally unsound or otherwise not suitable for LESSEE's use, including but not limited to consideration of age of the structure, damage or destruction of all or part of the water tower from any source, or factors relating to condition of the water tower; (c) by LESSOR if it determines in its sole discretion that continued use of the water tower by LESSEE is in fact a threat to health, safety or welfare or violates applicable laws or ordinances.

e. Alteration, Damage or Destruction. If the water tower or any portion thereof are altered, destroyed or damaged so as to materially hinder effective use of the water tower, through no fault or negligence of LESSEE, LESSEE may elect to terminate this LEASE upon thirty (30) days written notice to LESSOR. In such event, LESSEE shall promptly remove its Antennae Facilities and related equipment from the water tower and shall restore the water tower to the same condition as existed prior to this LEASE. This LEASE (and LESSEE's obligation to pay rent) shall terminate upon LESSEE's fulfillment of the obligations set forth in the preceding sentence, at which termination LESSEE shall be entitled to the reimbursement of any rent prepaid by LESSEE. LESSOR shall have no obligation to repair any damage to any portion of LESSEE's equipment.

f. Other Termination. This LEASE may be terminated as otherwise provided herein.

g. Notice of Termination. Prior written notification of a parties intent to exercise its right to terminate this LEASE shall be by certified mail, return receipt requested, and shall be effective upon receipt of such notice, as evidenced by the return receipt.

h. Effect of Termination. Upon termination, this LEASE shall become null and void and the parties hereto shall have no further obligations, including the payment of rent, except as otherwise provided herein. Upon termination of this LEASE for any reason, LESSEE shall remove its Antennae Facilities and related equipment from the water tower within thirty (30) days of the date of termination, and shall repair any damage to the water tower caused by such equipment, normal wear and tear excepted; all at LESSEE's sole cost and expense. Any such property or facilities, which are not removed by the end of the LEASE term, shall become the property of LESSOR.

5. Rent. Upon the "Commencement Date," and throughout the "Initial Term" of the LEASE, the LESSEE shall pay to LESSOR, without notice to or demand from LESSOR and without any right of setoff or deduction, equal monthly rent installments of \$150.00, and wireless internet service to The Cemetery Administration Building, located at 4009 5th Ave., Equivalent to \$75.00 per month. Provided the LEASE is not otherwise terminated.

6. Use of Water Tower. LESSEE is authorized by this LEASE to use the water tower solely for the installation, operation, and maintenance of 6 sectorial antennae, and 1 directional dish to be located at the top of the water tower. One climate controlled enclosure mounted at the base of the water tower. The LESSEE may use the water tower and the equipment it locates thereon for the transmission, reception and operation and maintenance of High Speed Wireless Broadband Service, and uses incidental thereto in accordance with the terms of this LEASE. This use shall be non-exclusive. LESSEE may not add additional equipment and/or antennas beyond that shown without the approval of the LESSOR. LESSOR reserves the right to require LESSEE to relocate its facilities to another location on the water tower. LESSEE shall complete the relocation of its facilities within thirty (30) days after written notice from LESSOR. The relocation shall be at LESSEE'S expense.

a. Required licenses and permits. LESSEE shall, at its expense, comply with all present and future federal, state, and local laws, ordinances, rules and regulations (including laws and ordinances relating to health, radio frequency emissions, other radiation and safety) in connection with the use, operation, maintenance, construction and/or installation of the Antenna Facilities and/or any other permitted activity on the water tower.

b. Removal of Antenna Facilities. The LESSEE shall remove all of its Antennae Facilities and other communications equipment from the water tower upon termination of the LEASE. Such removal shall be done in a workmanlike and careful manner and without interference or damage to any other equipment, structures or operations on the water tower, including use of the water tower by LESSOR or any of LESSOR's assignees or lessees. If, however, LESSEE requests permission not to remove all or a portion of the improvements, and LESSOR consents to such non-removal, title to the affected improvements shall thereupon transfer to LESSOR and the same thereafter shall be the sole and entire property of LESSOR, and LESSEE shall be relieved of its duty to otherwise remove same. Upon removal of the improvements, LESSEE shall restore the affected area of the water tower to the reasonable satisfaction of LESSOR. All costs and expenses for the removal and restoration to be performed by LESSEE shall be borne by LESSEE, and LESSEE shall hold LESSOR harmless from any portion thereof.

7. Installation of Equipment and Leasehold Improvements. LESSEE shall have the right, at its sole cost and expense, to install, operate and maintain on the water tower, in accordance with good engineering practices and with all applicable FCC rules and regulations, its Antenna Facilities.

a. Installation according to plan. LESSEE's installation of all such Antenna Facilities shall be done according to plans approved by LESSOR. Any damage done to the water tower during installation and/or during operations shall be

immediately repaired or replaced at LESSEE's expense and to LESSOR's sole satisfaction.

8. Equipment Upgrade. LESSEE may update or replace the Antennae Facilities from time to time with the prior written approval of LESSOR, provided that the replacement facilities are not greater in number or size than the existing facilities and that any change in their location on the water tower is satisfactory to LESSOR.

9. Maintenance. LESSEE shall, at its own expense, maintain any Antenna Facilities on or attached to the water tower, in a safe condition, in good repair and in a manner suitable to LESSOR so as not to conflict with the use of the water tower or city property by LESSOR. LESSEE shall not interfere with the use of the water tower, the water tower site, related facilities or other equipment of third parties. LESSEE shall have sole responsibility for the maintenance, repair, and security of its equipment, personal property, Antennae facilities, and leasehold improvements, and shall keep the same in good repair and condition during the LEASE term. LESSEE shall keep the water tower free of debris and anything of a dangerous, noxious or offensive nature or which would create a hazard or undue vibration, heat, noise or interference.

9.a. LESSEE will be responsible for and shall indemnify and hold harmless the LESSOR for any damage caused to LESSOR by LESSEE'S use of the water tower. In addition, LESSEE will be responsible for and pay the costs required to move or temporarily relocate the Antenna Facilities in the event the LESSOR determines to conduct maintenance or repainting of the water tower. In such an event, LESSOR agrees to give LESSEE written notice of the maintenance activity at least thirty (30) days prior to it beginning.

10. Water Tower Access. LESSEE, at all times during this LEASE, shall have vehicle ingress and egress to the water tower by means of the existing driveway to the water tower. LESSEE shall have reasonable access to the water tower over the driveway described above in order to install, operate, and maintain its Antennae Facilities. LESSOR shall be allowed and granted access to the water tower at reasonable times to examine and inspect the water tower for safety reasons or to ensure that the LESSEE's covenants are being met.

11. Utilities. LESSEE shall, at its expense, separately meter charges for the consumption of electricity and other utilities associated with its use of the water tower and shall timely pay all costs associated therewith.

12. License Fees. LESSEE shall pay, as they become due and payable, all fees, charges, taxes and expenses required for licenses and/or permits required for or occasioned by LESSEE's use of the water tower.

13. Compliance with Statutes, Regulations, and Approvals. LESSEE's use of the water tower is contingent upon its obtaining all certificates, permits, zoning, and other approvals that may be required by any federal, state or local authority. LESSEE shall erect, maintain and operate its Antennae Facilities in accordance with site standards, state statutes, ordinances, rules and regulations now in effect, or that thereafter may be issued by the Federal Communications Commission, or any other governing bodies.

14. Interference.

a. Interference with LESSOR'S use of water tower or other communications activity. LESSEE's installation, operation, and maintenance of its Antenna Facilities to include transmission facilities and general use of the water tower, shall not damage or interfere in any way, to include but not limited to intermodulation interference, with LESSOR's use of the water tower or related communications operations to include communications and other LESSOR activities not located on the water tower. If LESSEE'S Antenna Facilities, or any part of LESSEE'S operation, installation or maintenance causes interference, LESSEE shall take all measures reasonably necessary to correct and eliminate the interference. If the interference cannot be eliminated, LESSEE shall immediately cease operating its facility until the interference has been eliminated. If the interference cannot be eliminated within 30 days, LESSOR or LESSEE may terminate this LEASE without penalty or liability to the non-terminating party. LESSOR, at all times during this LEASE, reserves the right to take any action it deems necessary, in its sole discretion, to repair, maintain, alter or improve the water tower in connection with water tower operations as may be necessary, including leasing parts of the water tower to others.

b. No guarantee of noninterference. LESSOR does not guarantee to LESSEE noninterference or subsequent noninterference with LESSEE's communications operations. LESSEE'S sole remedy for interference with its operation shall be to terminate this LEASE immediately, without penalty or liability to either party. LESSEE shall have no right to enjoin such interference. In the event any other party except a governmental unit, office or agency requests a lease and/or permission to place any type of additional antenna or transmission facility on the water tower, the procedures of this paragraph shall govern to determine whether such antenna or transmission facility will interfere with LESSEE's transmission operations. If LESSOR receives any such request, LESSOR shall submit a proposal complete with all technical specifications reasonably requested by LESSEE to LESSEE for review for noninterference; however, LESSOR shall not be required to provide LESSEE with any specifications or information claimed to be of a proprietary nature by the third party. The third party shall be responsible for the reasonable cost of preparing the technical specifications for its proposed transmission facility. LESSEE shall have thirty (30) days following receipt of said proposal to make any objections thereto, and failure to make any objection within

said thirty (30) day period shall be deemed consent by LESSEE to the installation of antennas or transmission facilities pursuant to said proposal. If LESSEE gives notice of objection due to interference during such 30 day period and LESSEE's objections are verified by LESSOR to be valid, then LESSOR shall not proceed with such proposal unless LESSOR modifies the proposal in a manner determined, in LESSOR's reasonable judgment, to adequately reduce the interference. In that case, LESSOR may proceed with the proposal. A governmental unit may be allowed to place antennae or other communications facilities on the water tower regardless of potential or actual interference with LESSEE's use, provided however, if LESSEE's use of the water tower is materially affected, LESSEE sole remedy shall be to terminate the LEASE, without penalty or liability to either party. LESSEE shall have no right to enjoin the interference.

15. Default and LESSOR's Remedies. It shall be a default if LESSEE fails to make payment of rent as provided herein, or any other sums to LESSOR when due, and does not cure such default within ten (10) days; or if LESSEE defaults in the performance of any other covenant or condition of this LEASE and does not cure such other default within thirty (30) days after written notice from LESSOR specifying the default complained of; or if LESSEE abandons or vacates the water tower; or if LESSEE is adjudicated as bankrupt or makes any assignment for the benefit of creditors; or if LESSEE becomes insolvent or LESSOR reasonably believes itself to be insecure. In the event of a default, LESSOR shall have the right, at its option, in addition to and not exclusive of any other remedy LESSOR may have by operation of law, without any further demand or notice, to re-enter their water tower and eject all persons there from, and declare this LEASE at an end, in which event LESSEE shall immediately remove its Antennae Facilities and related equipment and property. If suit shall be brought by LESSOR for recovery of possession of the leased space on the water tower, for the recovery of any rent or any other amount due under the provisions of this LEASE, or because of the breach of any other covenant, the LESSEE shall pay to the LESSOR all expenses incurred therefore, including reasonable attorney fees.

16. Cure by LESSOR. In the event of any default of this LEASE by LESSEE, the LESSOR may at any time, after notice, cure the default for the account of and at the expense of the LESSEE. If LESSOR is compelled to pay or elects to pay any sum of money or to do any act which will require the payment of any sum of money or is compelled to incur any expense, including reasonable attorney fees in instituting, prosecuting or defending any action to enforce the LESSOR's rights under this LEASE, the sums so paid by LESSOR, with all interest, costs and damages shall be deemed to be additional rental and shall be due from the LESSEE to LESSOR on the first day of the month following the incurring of the respective expenses.

17. Indemnity and Insurance.

a. Disclaimer of Liability: LESSOR shall not at any time be liable for injury or damage occurring to any person or property from any cause whatsoever arising out of LESSEE's construction, maintenance, repair, use, operation or condition of the water tower or LESSEE's Antennae Facilities.

b. Indemnification: LESSEE shall, at its sole cost and expense, indemnify and hold harmless LESSOR and all of LESSOR'S employees, agents, assignees and contractors (hereinafter referred to as "Indemnitees"), from and against:

1. Any and all liability, obligation, damages, penalties, claims, liens, costs, charges, losses and expenses (including, without limitation, reasonable fees and expenses of attorneys, expert witnesses and consultants), which may be imposed upon, incurred by or be asserted against the Indemnitees by reason of or result of the negligence, willful misconduct or any act or omission of LESSEE or its personnel, employees, agents and assignees, and all of its affiliates and subsidiaries, its subcontractors and/or assignees and their respective servants, agents and employees; and agents, contractors or subcontractors, resulting in personal injury, bodily injury, sickness, disease or death to any person or damage to, loss of or destruction of tangible or intangible property, libel, slander, invasion of privacy and unauthorized use of any trademark, trade name, copyright, patent, service mark or any other right of any person, firm or corporation, which may arise out of or be in any way connected with LESSEE'S construction, installation, operation, maintenance, use or condition of the water tower or LESSEE's Antennae Facilities or the LESSEE's failure to comply with any federal, state or local statute, ordinance or regulation or are claimed to arise out of or be connected with, the performance of this LEASE.

2. Any and all liabilities, obligations, damages, penalties, claims, liens, costs, charges, losses and expenses (including, without limitation, reasonable fees and expenses of attorneys, expert witnesses and other consultants), which are imposed upon, incurred by or asserted against the Indemnitees by reason of any claim or lien arising out of work, labor, materials or supplies provided or supplied to LESSEE, its contractors or subcontractors, for the installation, construction, operation, maintenance or use of the water tower or LESSEE's Antennae Facilities.

It is agreed as a specific element of consideration of this LEASE that the LESSEE'S indemnity of LESSOR shall apply notwithstanding the joint, concurring or contributory or comparative fault or negligence of the LESSOR or any third party and, further notwithstanding any theory of law including, but not limited to, a characterization of the LESSOR'S or any third party's joint, concurring or contributory or comparative fault or negligence as either

passive or active in nature; provided, however, that the LESSEE'S obligation hereunder shall not include amounts attributable to the fault or negligence of the LESSOR. Nothing in this section shall be deemed to impose liability on the LESSEE to indemnify the LESSOR for loss when the LESSOR'S negligence or other actionable fault is the sole cause of loss. With respect to the LESSOR'S rights as set forth herein, the LESSEE expressly waives all statutory defenses, including, but not limited to, those under workers compensation, contribution, comparative fault or similar statutes to the extent said defenses are inconsistent with or would defeat the duty of the LESSEE to indemnify the LESSOR.

b. Defense of Indemnitees: In the event any action or proceeding shall be brought against the Indemnitees by reason of any matter for which the Indemnitees are indemnified hereunder, LESSEE shall, upon notice from any of the Indemnitees, at LESSEE's sole cost and expense, resist and defend the same with legal counsel mutually selected by LESSEE and LESSOR.

c. Notice, Cooperation and Expenses: LESSOR shall give LESSEE prompt notice of the making of any claim or the commencement of any action, suit or other proceeding covered by the provisions of this paragraph. Nothing herein shall be deemed to prevent LESSOR from cooperating with LESSEE and participating in the defense of any litigation by LESSOR's own counsel. LESSEE shall pay all expenses incurred by LESSOR in response to any such actions, suits or proceedings. These expenses shall include all out-of-pocket expenses such as attorney fees and shall also include the reasonable value of any services rendered by the LESSOR's attorney, and the actual expenses of LESSOR's agents, employees or expert witnesses, and disbursements and liabilities assumed by LESSOR in connection with such suits, actions or proceedings but shall not include attorneys' fees for services that are unnecessarily duplicative of services provided LESSOR by LESSEE. If LESSEE requests LESSOR to assist it in such defense then LESSEE shall pay all expenses incurred by LESSOR in response thereto, including defending itself with regard to any such actions, suits or proceedings. These expenses shall include all out-of-pocket expenses such as attorney fees and shall also include the costs of any services rendered by the LESSOR's attorney, and the actual expenses of LESSOR's agents, employees or expert witnesses, and disbursements and liabilities assumed by LESSOR in connection with such suits, actions or proceedings.

d. Assumption of Risk: LESSEE undertakes and assumes for its officers, agents, affiliates, contractors and subcontractors and employees (collectively "LESSEE" for the purpose of this section), all risk of dangerous conditions, if any, on or about the water tower, and LESSEE hereby agrees to indemnify and hold harmless the Indemnitees against and from any claim asserted or liability imposed upon the Indemnitees for personal injury or property damage to any person (other than from Indemnitee's gross negligence) arising out of the LESSEE's installation, operation,

maintenance, condition or use of the water tower or LESSEE's Antennae Facilities or LESSEE's failure to comply with any federal, state or local statute, ordinance or regulation

f. Insurance: During the term of the LEASE, LESSEE shall maintain, or cause to be maintained, in full force and effect and at its sole cost and expense, the following types and limits of insurance, and will include the LESSOR as an additional insured on the policy: Also, the policy cannot be cancelled until after reasonable 30 days notice prior to cancellation is given to LESSOR:

i. Worker's compensation insurance meeting applicable statutory requirements and employer's liability insurance with minimum limits of One Hundred Thousand Dollars (\$100,000) for each accident.

ii. Comprehensive commercial general liability insurance with minimum limits of One Million Dollars (\$1,000,000) as the combined single limit for each occurrence of bodily injury, personal injury and property damage. The policy shall provide blanket contractual liability insurance for all written contracts, and shall include coverage for products and completed operations liability, independent contractor's liability; coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage.

iii. Automobile liability insurance covering all owned, hired, and nonowned vehicles in use by LESSEE, its employees and agents, with personal protection insurance and property protection insurance.

g. Insurance Companies: All insurance shall be effected under valid and enforceable policies, insured by insurers licensed to do business by the State of Nebraska or surplus line carriers on the State of Nebraska Insurance Commissioner's approved list of companies qualified to do business in the State. All insurance carriers and surplus line carriers shall be rated A+ or better by A.M. Best Company.

h. Contractors: LESSEE shall require that each and every one of its contractors and their subcontractors who perform work on the water tower to carry, in full force and effect, workers' compensation, comprehensive public liability and automobile liability insurance coverage of the type which LESSEE is required to obtain under the terms of this paragraph with appropriate limits of insurance.

i. Review of Limits: Once during each calendar year during the term of this LEASE, LESSOR may review the insurance coverage to be carried by LESSEE. If LESSOR determines that higher limits of coverage are necessary to protect the interests of LESSOR or the Additional Insured's, LESSEE shall be so notified and

shall obtain the additional limits of insurance, at its sole cost and expense. LESSEE shall furnish LESSOR a certificate of insurance, indicating all coverage, at signing of this LEASE.

18. Hazardous Substance Indemnification. LESSEE represents and warrants that its use of the water tower will not generate any hazardous substance, and it will not store, dispose nor transport any hazardous substance to or over the water tower. LESSEE further agrees to hold LESSOR harmless from and indemnify LESSOR against any release of any such hazardous substance and any damage, loss, or expense or liability resulting from such release including all attorneys' fees, costs and penalties incurred as a result thereof except any release caused by the negligence of LESSOR, its employees or agents. "Hazardous substance" shall be interpreted broadly to mean any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, hazardous or toxic or radioactive substance, or other similar term by any federal, state or local environmental law, regulation or rule presently in effect or promulgated in the future, as such laws, regulations or rules may be amended from time to time; and it shall be interpreted to include, but not be limited to, any substance which after release into the environment will or may reasonably be anticipated to cause sickness, death or disease.

19. Acceptance of Leased Premises. By taking possession of the leased premises, LESSEE accepts the water tower in the condition existing as of the Commencement Date. LESSOR makes no representation or warranty with respect to the condition of the water tower and LESSOR shall not be liable for any latent or patent defect in the water tower.

20. Assignment. LESSEE may not assign this LEASE or sublet the leased premises without the prior written consent of LESSOR. Nothing in this LEASE shall preclude LESSOR from leasing other space for communications equipment to any person or entity, which may be in competition with LESSEE, or any other party.

21. Successors and Assigns. This LEASE shall be binding upon and inure to the benefit of the parties, their respective successors, personal representatives and assigns.

22. Non-Waiver. Failure of LESSOR to insist on strict performance of any of the conditions, covenants, terms or provisions of this LEASE or to exercise any of its rights hereunder shall not waive such rights, but LESSOR shall have the rights to enforce such rights at any time and take such action as might be lawful or authorized hereunder, either in law or equity. The receipt of any sum paid by LESSEE to LESSOR after a breach of this LEASE shall not be deemed a waiver of such breach unless expressly set forth in writing.

23. Miscellaneous.

a. LESSOR and LESSEE represent that each, respectively, has full right, power, and authority to execute this LEASE.

b. This LEASE constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind not set forth herein. Any modification of or amendment to this LEASE must be in writing and executed by both parties.

c. This LEASE shall be construed in accordance with the laws of the State of Nebraska.

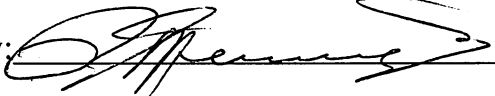
d. If any term of this LEASE is found to be void or invalid, such invalidity shall not affect the remaining terms of this LEASE, which shall continue in full force and effect.

This LEASE was executed as of the date first set forth above.




LESSOR:

City of Scottsbluff

By: 

LESSEE:

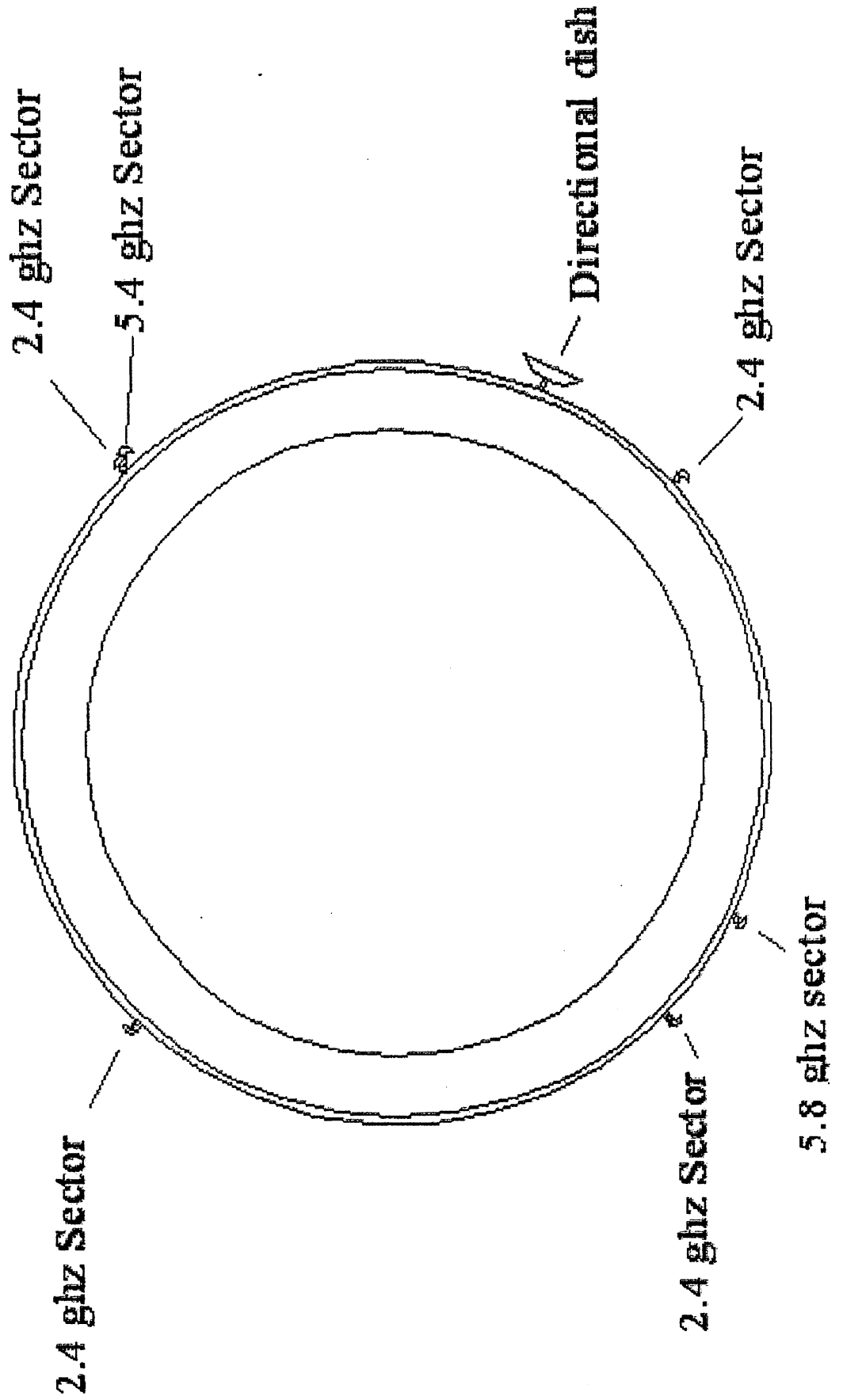
Telecom West Inc.

By: 
09-10-18

Scottsbluff Cemetary Water Tower

North

EXHIBIT A



City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Reports3

Council to discuss and consider action on the Keep Scottsbluff-Gering Beautiful/Tri-City Stormwater Drain Marking Agreement and authorize the Mayor to sign the Agreement.

Staff Contact: Leann Sato, Stormwater Specialist

Agenda Statement

Meeting Date: September 21, 2020

AGENDA TITLE: Keep Scottsbluff Gering Beautiful/Tri-City Stormwater Drain Marking Agreement

SUBMITTED BY DEPARTMENT/ORGANIZATION: Stormwater

PRESENTATION BY: Rick Kuckkhan

SUMMARY EXPLANATION:

Keep Scottsbluff-Gering Beautiful (KSGB) oversees storm drain marking for the Scottsbluff, Gering, and Terrytown stormwater programs. This activity is a requirement of the stormwater permit for the three cities who work together as Tri-City Stormwater.

BOARD/COMMISSION RECOMMENDATION:

Tri-City Stormwater and KSGB approved the new agreement.

STAFF RECOMMENDATION:

Stormwater recommends Council approve the agreement and have the Mayor sign after approval.

Resolution Ordinance **EXHIBITS**
Contract Minutes Plan/Map

Please provide all visual presentation materials.

Other (specify) _____

NOTIFICATION LIST: Yes No Further Instructions

City of Scottsbluff
Office of the City Manager

Effective date: January 20, 2017

CONTRACT

This contract is made this 1st day of October, 2018 between Tri-City Stormwater, a cooperative of municipal corporations, and Keep Scottsbluff/Gering Beautiful, a Nebraska non-profit organization, hereafter called "KSGB."

Formatted: Superscript

1. There are approximately 2,635 (2,300 Scottsbluff + 300 Gering + 35 Terrytown) total catch basins associated with the Scottsbluff, Gering, and Terrytown ("cities") stormwater systems. KSGB agrees to put the words "No Dumping" to be painted, stenciled or decaled on the curb immediately adjacent to each of such catch basins. KSGB may at its option accompany these words with an appropriate logo or phrase to be approved by Tri-City Stormwater.
2. KSGB will distribute door hangers, or other materials, explaining the purpose of drain marking and pollution in stormwater runoff. The design and content should be approved by both organizations.
3. KSGB agrees to continue to monitor the painted or stenciled area to ensure that the wording and logo remains legible, making any necessary repairs, throughout the duration of this contract.
4. KSGB agrees to conduct inspections of the catch basin structures and submit the results of these inspections along with progress reports to Tri-City Stormwater for each city's respective stormwater programs.
5. KSGB agrees to incorporate in its public education program a discussion of the dangers associated with the pollution of the cities' stormwater systems and a description of the corrective actions taken by the cities.
6. It is contemplated and agreeable to Tri-City Stormwater that the actual work will be performed by various community service groups under arrangements between such groups and KSGB. Provided, neither Tri-City Stormwater nor its cooperative municipal partners shall be liable or responsible for any injuries or damages resulting from the actual work involved. In addition, KSGB agrees to indemnify and hold harmless Tri-City Stormwater from any claims or causes of action resulting from the actual work performed under this Contract.
7. The cities agree to have their GIS Departments provide KSGB with a city map showing the location of the catch basins involved in this contract. The map will identify which catch basins are to be serviced by KSGB in each year of this contract.
8. Tri-City Stormwater agrees to provide all supplies reasonably required by KSGB to carry out its responsibilities under this contract including but not limited to paint, stencils, curb and gutter cleaning supplies, decals, safety vests, educational brochures and materials. Tri-City Stormwater

will consult with KSGB before acquiring the supplies to be furnished. Tri-City Stormwater is not obligated to provide office supplies for KSGB's administrative functions.

9. On behalf of Tri-City Stormwater, the Cities of Gering, Scottsbluff and Terrytown will each pay to KSGB the respective sums on October 1st of each year beginning October 1, 2019 through October 1, 2024. KSGB will annually submit a documented statement of supply costs to Tri-City Stormwater. Documentation shall consist of paid receipts or similar verification of expenditures.
 - a. Gering: \$4,000 plus supplies not to exceed \$6,000 annually
 - b. Scottsbluff: \$5,500 plus supplies not to exceed \$8,000 annually
 - c. Terrytown: \$2,000 plus supplies not to exceed \$4,000 annually
10. If KSGB is unable to obtain sufficient proposals from community service organizations at any time during the term of this contract, it will so inform Tri-City Stormwater in writing and the contract shall become null and void, with neither party obligated to the other from the date of the written notice.
11. KSGB agrees to make a written progress report to Tri-City Stormwater on an annual basis by March 1st for the previous calendar year. This progress reports shall include the approximate number of catch basins marked in each community as well as the number of non-point source pollution presentations given and the audiences reached.
12. It is understood that the sums described in this contract are in addition to any grants or donations currently given or committed by the cities to KSGB for any of KSGB's other community improvement activities.
13. The term of this contract shall be ~~two~~three years beginning October 1, 2019 and ending on September 30, 2023. Either party has the right to terminate this contract at any time upon giving thirty (30) days written notice to the other party. At which time the contract shall become null and void.

IN WITNESS THEREOF, the parties have set their hands the day and year first herein written.

By:

Cassidy Baum
Executive Coordinator
Keep Scottsbluff/Gering Beautiful

By:
Mayor
City of Gering

Attest:
Kathleen Welfl
City Clerk

By:
Mayor
City of Scottsbluff, Nebraska

Attest:
Kim Wright
City Clerk

By:
Mayor
City of Terrytown, Nebraska

Attest:
Tammy Leeling
City Clerk

City of Scottsbluff, Nebraska

Monday, September 21, 2020

Regular Meeting

Item Reports4

Council to discuss and consider action on the Memorandum of Understanding (MOU) with Twin Cities Development (TCD) to provide for unified Economic Development.

Staff Contact: Rick Kuckkahn, Interim City Manager

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is between the City of Scottsbluff (City) and Twin Cities Development Association, Inc. (TCD).

The City and TCD mutually agree resources should be consolidated to maximize a regional economic development effort and to avoid duplication of services by the City and TCD.

A re-branding workshop will be scheduled after the trial period ends and a more permanent agreement is reached by the parties. This will promote and support the “regional economic development effort” put forth by TCD and the member communities. The workshop will involve the TCD Board of Directors and representatives from Scotts Bluff County and the Cities of Scottsbluff and Gering, as well as other member communities.

The City and TCD will share information, contacts and resources relating to regional community and economic development.

Starr Lehl will remain a City employee and the City will be responsible for wages, benefits and the payment of training and conference expenses. The total equates to an amount that approximates \$100,000. This financial commitment shall be the City of Scottsbluff’s contribution to a “Strategic Partnership” with TCD which will include representation on the TCD Board as an ex officio member of the board.

Lehl will initially divide her time between city hall and the TCD office. It will be up to her discretion as to the days and hours that are spent at each location initially. This will be dependent on what projects, travel, meetings, and training responsibilities are for that day and/or week. The goal is to house all the offices in the TCD offices at 1620 Broadway, Scottsbluff. Combining staff in one central location creates a more cohesive environment for facilitation of projects, idea sharing, prospect development and makes it simpler for the businesses that are being served. It creates one place to go or one office to refer clients, clarifying location and staff to be consulted.

A concentrated effort will be made to coordinate and meet regularly with the Scottsbluff/Gering Chamber of Commerce, Gering Convention & Visitor's Bureau, Panhandle Area Development District, Scotts Bluff County Tourism and other groups and organizations.

There will be a concerted effort to attend and periodically be on the agenda of council or board meetings of member communities to report updates and provide outreach to the outlying areas. This will be a priority of the combined regional effort.

An initial term of this MOU shall be for a trial period of ninety (90) days beginning on _____, 2020. During the initial term, both parties will re-examine and critique the performance and operation of the agreement to assure the desired outcome. Communication is a key and vital part of making the partnership work. Every effort will be made to provide input and feedback to the parties involved. Discussion on what is working well, what needs improvement and what is not effective will be made on a regular basis.

If both parties agree that the arrangement is working to their satisfaction, a longer, more permanent agreement term will be discussed prior to the end of the 90-day trial period.

The basic duties of the organization's positions (Executive Director, Economic Development Director, Community Development Director, Marketing and Admin. Assistant) are outlined to be used as a guideline. This identifies which person will be the primary lead for the job duty and who is person ultimately responsible for that specific job duty. Others may help and provide support and be part of the team, but the main responsibility for the duty or task will fall to the person assigned to the task.

Executive Director:

Financial management and oversight of the financial position of the organization

Responsible for A/P, A/R, payroll, budgeting, and preparation of financials for the organization

Grant writing and grant administration

Housing development and housing management

Oversight of all housing programs and housing workforce

Economic Development Director:

Responsible for business recruitment and lead generation for the organization

Oversight of BRE visits and activities related to expansion of existing businesses

Update available larger commercial sites and buildings on LOIS site

Responsible for LB840 for business applicants that qualify are primary industry (not retail)

Responsible for the organization's timely responses on RFP's and RFI's

Participate with educators and employers for successful workforce development programs

Community Development Director:

Assist smaller businesses with LB840 applications and business coaching

Oversight of eKitchen and eCenter to include rates, tenants, scheduling, etc.

Coordinator of the WNED group (Western Nebraska Economic Development)

Responsible for filing appropriate documentation for member communities to remain qualified as a Certified Community with the State of Nebraska

Update available smaller retail and commercial buildings on LOIS site

Responsible for assisting smaller communities in becoming Certified Leadership Communities

Participate with educators and employers for successful workforce development programs

Marketing:

Responsible for organization's social media message while providing consistent message

Posting and promotion of available jobs in the region to the www.wehavejobs.net website

Lead generation through Constant contact, targeted email campaigns, targeted industries, etc.

Responsible for updating website content and promotional materials for timely RFP responses

Market available sites and buildings in the area to potential companies

Brochure development, creation of marketing materials

Assist with preparation of RFP's and RFI's with creation of maps, photos, etc.

Administrative Assistant:

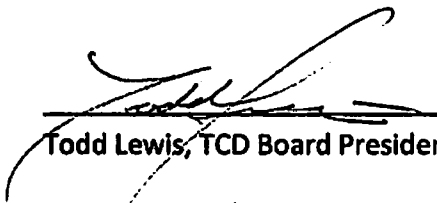
Responsible for accounts payable, billing and accounts receivable

Initial contact for the organization by phone or in person

Responsible for tenant applications, income verifications and preparation of leases

Serves as the organization's office manager

Maintains membership dues and billings for the organization



Todd Lewis, TCD Board President

Mayor Raymond Gonzales, City of Scottsbluff

Date: 8/25/20

Date: _____