

Adams County

Multi-Hazard Mitigation Plan

Chapter 4: Mitigation Strategy

The mitigation strategy includes specific action items to reduce the impact of the priority hazards identified in Chapter 3. The process for identifying action items included a Planning Team meeting, city council/commission meetings and a community survey. Goals were identified to guide the development of action items.

Capability Assessment

Before identifying goals and action items, it is important to know the capabilities of each jurisdiction to undertake different types of hazard mitigation projects. Specific capabilities are listed as part of each hazard profile in Chapter 3. Additional capabilities are summarized below.

Legal and Regulatory Capabilities

- *Zoning Ordinance.* Hettinger and Adams County have zoning ordinances.
- *Comprehensive Plan.* No jurisdiction has a comprehensive plan.
- *Floodplain Ordinance.* Hettinger and Adams County have floodplain ordinances that are actively enforced.
- *Building Code.* Hettinger and Adams County have adopted the North Dakota State Building Code.

Administrative and Technical Capabilities

- Adams County has an Emergency Management Department that oversees mitigation, response and recovery activities county-wide.
- Hettinger and the County have a floodplain administrator.

Fiscal Capabilities

- Adams County and each incorporated jurisdiction are eligible for a variety of federal grants, including Community Development Block Grants.

- Adams County and each incorporated jurisdiction have the ability to issue bonds and levy taxes.

The County and each incorporated jurisdiction have limited resources and would have difficulty implementing a wide range of comprehensive mitigation actions. The action items contained in this plan are generally small in scope and specific to each community's biggest issues. Funding/financing mechanisms for large projects is the greatest element that limits the capability of each jurisdiction. The County has a small tax base, and any financing mechanism that increases the public tax burden is not desired by residents. As a result, a majority of projects identified in this plan have a minimal cost and can be completed by local staff. Outside funding sources and technical assistance would need to be acquired to help fund and complete the few large projects identified in this plan.

Goals

The goals defined below provide the general guiding principles that were used when developing mitigation activities. The goals may be used to guide the development of additional action items as the plan is evaluated in future years. The 2014 state-wide Multi-Hazard Mitigation Plan was used to guide goal creation. The goals below are all priorities and presented in no particular order.

- Reduce the impacts of flooding to people and property.
- Enhance the public's awareness of hazards.
- Reduce impacts of severe summer and winter weather to people and property.
- Reduce impacts of drought and wildland fires to people and property.
- Reduce impacts of human-caused threats to people and property.

Previous Mitigation Actions

Mitigation actions from the 2013 Adams County Multi-Hazard Mitigation Plan are shown in Appendix D. The plan included 34 actions. Ten actions were completed (or partially completed), and remaining actions are included in this plan.

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The greatest challenge to completing mitigation activities has been the limited resources (time and money) of the County and each jurisdiction. Local government is run by a small number of people, some part-time. A majority of mitigation actions included in this plan can be implemented through existing County and City programs, and many require only a minimal cost. Those that require substantial costs are linked to grant programs that can provide much of the necessary funding.

Funding

Adams County will need to utilize local, state and federal funding to implement the action items identified in this plan. The County and each jurisdiction have access to multiple state and federal funding opportunities. US Department of Housing and Urban Development (HUD) Community Development Block Grants (CDBG) and US Department of Agriculture (USDA) Community Facility Grants are available for a wide variety of uses. There are also other viable funding streams tailored specifically for hazard mitigation and disaster response. FEMA's Hazard Mitigation Grant Program (HMGP) could provide funding for a wide variety of mitigation projects, and is only available following a North Dakota disaster declaration. Additional FEMA grant programs that provide funds for mitigation include the Pre-Disaster Mitigation (PDM) program and Flood Mitigation Assistance (FMA) program.

FEMA's Hazard Mitigation Assistance Unified Guidance, which includes eligible activities for each of FEMA's mitigation grant programs, can be found at:

<https://www.fema.gov/media-library/assets/documents/103279>

Action Items

The action items for the participating jurisdictions, identified in Tables 4.1 - 4.5 are recommendations developed through discussion with local officials, stakeholders and other interested members of the public. A broad range of potential mitigation activities were considered; each of these potential activities is listed in Chapter 3 with the applicable hazard. The Planning Team discussed each activity in order to develop a list of priority projects that will have the greatest benefit. Further explanation of the mitigation activity selection process can be found in

Appendix E. Several preparedness and response actions discussed during the planning process are also included in the plan.

The activities list found in this section provides a roadmap for targeting and implementing mitigation projects over the next five years. Projects are prioritized based on a generalized benefit-cost analysis that factors in potential cost and project benefit. It is important to note that many project costs are eligible for grant or other outside funding. Funding options and project costs may vary year-to-year, so before moving forward with implementation the jurisdiction should perform a detailed benefit-cost analysis. The implementation timeline for each project may be highly variable based on the availability of funds.

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Table 4.1 - Adams County Action Items

ID	Priority	Action	Hazard	Cost	Time Frame
A	Medium	Participate in NFIP workshop	Flooding	staff time	2020
B	Low	Coordinate with landowners to identify water sources for fire suppression	Wildland Fire	staff time	2022
C	High	Install emergency generators at critical facilities in a prioritized manner	Multiple Hazards	high cost	multi-year
D	Low	NFIP training for staff	Flooding	low cost	2021
E	High	Administer Firewise program and implement best practices during wildfire season	Wildland Fire	staff time	ongoing
F	High	Public Education	Multiple Hazards	staff time	ongoing
H	Low	Elevate roads and bridges, and increase culvert sizes in appropriate locations	Flooding	high cost	multi-year
K	Medium	Continue supporting the USDA Farm Service Agency and North Dakota State University Extension and provide assistance as needed to local farmers and ranchers	Drought	staff time	ongoing
N	Low	Identify areas at risk of sinkholes from coal mining or geologic characteristics into county and city planning and development regulations	Geologic Hazards	staff time	2022
O	Low	Install and maintain surge protection on critical equipment	Multiple Hazards	medium cost	multi-year
Q	Low	Coordinate with landowners to identify strategic locations for constructing snow fences and living snow fences	Severe Winter	staff time	2022
R	Medium	Encourage utility providers to bury electric power lines when undergoing upgrades or repairs	Multiple Hazards	high cost	ongoing
T	Medium	If need is established, restrict development in the path of potential significant dam failures	Dam Failure	staff time	2020
U	Medium	Survey the number and type of hazardous materials passing through Adams County	Haz Mat Release	staff time	ongoing
W	High	Consider limiting development in areas most prone to impacts from hazardous materials release	Haz Mat Release	staff time	2020
X	High	Maintain ongoing training and equipment upgrades to fight urban and wildland fires, and hazardous materials releases	Multiple Hazards	high cost	ongoing
Y	Low	Harden electrical components and systems for critical facilities (especially emergency response services) against anticipated space weather event impacts	Space Weather	high cost	2020
Z	Low	Appoint a strategic planning team to consider the long term impacts of a major space weather event and develop a strategic plan to mitigate the impacts	Space Weather	staff time	2022
AA	Medium	Develop an emergency response plan to address livestock issues	Multiple Hazards	staff time	2021

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Table 4.1 continued - Adams County Action Items

ID	Priority	Action	Hazard	Cost	Time Frame
CC	High	Establish a robust communication system for all elements of the Adams County emergency response team	Multiple Hazards	high cost	multi-year

Table 4.2 - Bucyrus Action Items

ID	Priority	Action	Hazard	Cost	Time Frame
C	High	Install emergency generators at critical facilities in a prioritized manner	Multiple Hazards	high cost	multi-year
E	High	Administer Firewise program and implement best practices during wildfire season	Wildland Fire	staff time	ongoing
F	High	Public Education	Multiple Hazards	staff time	ongoing
K	Medium	Continue supporting the USDA Farm Service Agency and North Dakota State University Extension and provide assistance as needed to local farmers and ranchers	Drought	staff time	ongoing
L	Low	Non-participating jurisdictions consider joining NFIP	Flooding	staff time	2022
M	Low	Non-participating jurisdictions consider adopting State Building Code	Multiple Hazards	staff time	2022
N	Low	Identify areas at risk of sinkholes from coal mining or geologic characteristics into county and city planning and development regulations	Geologic Hazards	staff time	2022
O	Low	Install and maintain surge protection on critical equipment	Multiple Hazards	medium cost	multi-year
P	Medium	Identify or construct emergency shelters for mobile home residents in the cities	Severe Summer	high cost	multi-year
V	Medium	Explore shelter and evacuation options for each city in case of hazardous materials releases	Haz Mat Release	staff time	2020
W	High	Consider limiting development in areas most prone to impacts from hazardous materials release	Haz Mat Release	staff time	2020
Y	Low	Harden electrical components and systems for critical facilities (especially emergency response services) against anticipated space weather event impacts	Space Weather	high cost	2020
Z	Low	Appoint a strategic planning team to consider the long term impacts of a major space weather event and develop a strategic plan to mitigate the impacts	Space Weather	staff time	2022

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Table 4.3 - Haynes Action Items

ID	Priority	Action	Hazard	Cost	Time Frame
C	High	Install emergency generators at critical facilities in a prioritized manner	Multiple Hazards	high cost	multi-year
E	High	Administer Firewise program and implement best practices during wildfire season	Wildland Fire	staff time	ongoing
F	High	Public Education	Multiple Hazards	staff time	ongoing
J	Medium	Conduct engineering study to identify solutions for flooding issues in Haynes	Flooding	high cost	2023
K	Medium	Continue supporting the USDA Farm Service Agency and North Dakota State University Extension and provide assistance as needed to local farmers and ranchers	Drought	staff time	ongoing
L	Low	Non-participating jurisdictions consider joining NFIP	Flooding	staff time	2022
M	Low	Non-participating jurisdictions consider adopting State Building Code	Multiple Hazards	staff time	2022
N	Low	Identify areas at risk of sinkholes from coal mining or geologic characteristics into county and city planning and development regulations	Geologic Hazards	staff time	2022
O	Low	Install and maintain surge protection on critical equipment	Multiple Hazards	medium cost	multi-year
P	Medium	Identify or construct emergency shelters for mobile home residents in the cities	Severe Summer	high cost	multi-year
R	Medium	Encourage utility providers to bury electric power lines when undergoing upgrades or repairs	Multiple Hazards	high cost	ongoing
T	Medium	If need is established, restrict development in the path of potential significant dam failures	Dam Failure	staff time	2020
V	Medium	Explore shelter and evacuation options for each city in case of hazardous materials releases	Haz Mat Release	staff time	2020
W	High	Consider limiting development in areas most prone to impacts from hazardous materials release	Haz Mat Release	staff time	2020
Y	Low	Harden electrical components and systems for critical facilities (especially emergency response services) against anticipated space weather event impacts	Space Weather	high cost	2020
Z	Low	Appoint a strategic planning team to consider the long term impacts of a major space weather event and develop a strategic plan to mitigate the impacts	Space Weather	staff time	2022

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Table 4.4 - Hettinger Action Items

ID	Priority	Action	Hazard	Cost	Time Frame
A	Medium	Participate in NFIP workshop	Flooding	staff time	2020
C	High	Install emergency generators at critical facilities in a prioritized manner	Multiple Hazards	high cost	multi-year
D	Low	NFIP training for staff	Flooding	low cost	2021
E	High	Administer Firewise program and implement best practices during wildfire season	Wildland Fire	staff time	ongoing
F	High	Public Education	Multiple Hazards	staff time	ongoing
I	Low	Identify areas of localized flooding and complete projects to reduce impacts in Hettinger	Flooding	medium cost	multi-year
K	Medium	Continue supporting the USDA Farm Service Agency and North Dakota State University Extension and provide assistance as needed to local farmers and ranchers	Drought	staff time	ongoing
N	Low	Identify areas at risk of sinkholes from coal mining or geologic characteristics into county and city planning and development regulations	Geologic Hazards	staff time	2022
O	Low	Install and maintain surge protection on critical equipment	Multiple Hazards	medium cost	multi-year
P	Medium	Identify or construct emergency shelters for mobile home residents in the cities	Severe Summer	high cost	multi-year
R	Medium	Encourage utility providers to bury electric power lines when undergoing upgrades or repairs	Multiple Hazards	high cost	ongoing
S	Medium	Complete Emergency Action Plan for Mirror Lake Dam failure	Dam Failure	low cost	2020
U	Medium	Survey the number and type of hazardous materials passing through Adams County	Haz Mat Release	staff time	ongoing
V	Medium	Explore shelter and evacuation options for each city in case of hazardous materials releases	Haz Mat Release	staff time	2020
W	High	Consider limiting development in areas most prone to impacts from hazardous materials release	Haz Mat Release	staff time	2020
X	High	Maintain ongoing training and equipment upgrades to fight urban and wildland fires, and hazardous materials releases	Multiple Hazards	high cost	ongoing
Y	Low	Harden electrical components and systems for critical facilities (especially emergency response services) against anticipated space weather event impacts	Space Weather	high cost	2020
Z	Low	Appoint a strategic planning team to consider the long term impacts of a major space weather event and develop a strategic plan to mitigate the impacts	Space Weather	staff time	2022
BB	Low	Develop a strategic action plan to harden medical facilities and electronic systems against the anticipated impacts of a space weather event	Space Weather	staff time	2022

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Table 4.5 - Reeder Action Items

ID	Priority	Action	Hazard	Cost	Time Frame
C	High	Install emergency generators at critical facilities in a prioritized manner	Multiple Hazards	high cost	multi-year
E	High	Administer Firewise program and implement best practices during wildfire season	Wildland Fire	staff time	ongoing
F	High	Public Education	Multiple Hazards	staff time	ongoing
G	Medium	Install appropriate sized culvert near the intersection of Main Street and the railroad tracks in Reeder	Flooding	medium cost	2021
K	Medium	Continue supporting the USDA Farm Service Agency and North Dakota State University Extension and provide assistance as needed to local farmers and ranchers	Drought	staff time	ongoing
L	Low	Non-participating jurisdictions consider joining NFIP	Flooding	staff time	2022
M	Low	Non-participating jurisdictions consider adopting State Building Code	Multiple Hazards	staff time	2022
N	Low	Identify areas at risk of sinkholes from coal mining or geologic characteristics into county and city planning and development regulations	Geologic Hazards	staff time	2022
O	Low	Install and maintain surge protection on critical equipment	Multiple Hazards	medium cost	multi-year
P	Medium	Identify or construct emergency shelters for mobile home residents in the cities	Severe Summer	high cost	multi-year
R	Medium	Encourage utility providers to bury electric power lines when undergoing upgrades or repairs	Multiple Hazards	high cost	ongoing
V	Medium	Explore shelter and evacuation options for each city in case of hazardous materials releases	Haz Mat Release	staff time	2020
W	High	Consider limiting development in areas most prone to impacts from hazardous materials release	Haz Mat Release	staff time	2020
X	High	Maintain ongoing training and equipment upgrades to fight urban and wildland fires, and hazardous materials releases	Multiple Hazards	high cost	ongoing
Y	Low	Harden electrical components and systems for critical facilities (especially emergency response services) against anticipated space weather event impacts	Space Weather	high cost	2020
Z	Low	Appoint a strategic planning team to consider the long term impacts of a major space weather event and develop a strategic plan to mitigate the impacts	Space Weather	staff time	2022

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Notes for Action Items

The Adams County Emergency Manager is the local champion for the plan, and responsible for maintaining energy and enthusiasm for each jurisdiction's overall mitigation program. Responsibility for implementing mitigation projects ultimately rests with each jurisdiction. The individual responsible for overseeing implementation of mitigation projects for each jurisdiction is listed as part of each project summary. This individual was identified during the planning process. The actual person performing the project may be different than the responsible party.

A: Participate in NFIP workshop

Workshops would be targeted at educating residents not required to buy flood insurance but still at risk for flooding. Technical assistance for a workshop is available from the North Dakota State Water Commission. A workshop could be conducted by the County in a central location, or rotating workshops could be held in each participating NFIP community.

Funds are available for public awareness or education campaigns under the HMGP Five Percent Initiative.

Responsible party: Adams County Emergency Manager

B: Coordinate with landowners to identify water sources for fire suppression

Many rural landowners have personal wells and/or water storage tanks that could be used to assist with wildfire suppression. A map/list should be developed to identify landowners who are willing to share their water supplies with local fire departments.

Responsible party: Farm Service Agency staff (coordinating with local fire districts)

C: Install emergency generators at critical facilities in a prioritized manner

Blizzards and severe winter weather can cause power outages that may last for days. Verify if funding for generators is available through FEMA's HMGP and PDM grant programs and pursue all available options.

Responsible party: Adams County Emergency Manager, critical facility owners

D: NFIP training for staff

Training would be targeted at floodplain administrators in NFIP-participating jurisdictions. Local on-site training can be requested from the North Dakota State Water Commission, and online education opportunities are available from FEMA.

Responsible party: City of Hettinger and County Auditor

E. Administer Firewise program and implement best practices during wildfire season

Firewise is a nationwide program produced by the National Fire Protection Association. Within North Dakota the program is operated by the state Forest Service. Firewise focuses on education for individual homeowners to help prepare homes for wildfire resistance. Each jurisdiction's role within this program is to educate residents about wildfire risks and mitigation activities they can do to reduce their individual risk.

In addition to public education, the county and each city should evaluate opportunities for fuel reduction activities during wildfire season.

More information about Firewise can be found at:

<http://www.firewise.org/>

<http://www.ag.ndsu.edu/ndfs/documents/firewise-standard.pdf/view>

<http://www.firewise.org/usa-recognition-program/state-liaison-list.aspx?sso=0>

Additional resources may be required to implement fuel reduction activities. Wildfire fuels reduction is eligible for funding through the FEMA HMGP and PDM grant programs.

Responsible party: County Commission Chairperson and Mayors from each city (coordinating with local fire districts)

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F: Public Education

Hazard-related public education campaigns should include a wide variety of topics. Potential topics include:

- Hazardous materials awareness/shelter-in-place for residents
- Community shelter promotion
- Summer and winter weather safety
- Weather resistant building best practices
- Flood safety and NFIP promotion
- Fire weather notifications and fire prevention
- Water conservation
- Cyber attacks
- Hardening electrical and electronic systems
- Preparation for sustained power outages
- Insect control

Funds are available for public awareness or education campaigns under the HMGP Five Percent Initiative.

Responsible party: Adams County Emergency Manager

G: Install appropriate sized culvert near the intersection of Main Street and the railroad tracks in Reeder

Reeder occasionally experiences localized flooding due to inadequate drainage at this site.

Responsible party: Governing body of Reeder

H: Elevate roads and bridges, and increase culvert sizes in appropriate locations

Taking these preventative measures can save money and eliminate transportation disruptions from localized flooding in the county. Localized flood mitigation projects are eligible for FEMA funds through the HMGP, PDM and FMA grant programs.

Responsible party: Adams County Road Supervisor

I: Identify areas of localized flooding and complete projects to reduce impacts in Hettinger

Hettinger occasionally experiences localized flooding that disrupts transportation and could cause property damage.

Responsible party: Governing body of Hettinger

J: Conduct engineering study to identify solutions for flooding issues in Haynes

Risk MAP and history have identified parts of Haynes especially susceptible to flooding. An engineering study needs to be completed to determine potential mitigation options. Options may include moving impacted residences. Localized flood mitigation projects are eligible for FEMA funds through the HMGP, PDM and FMA grant programs.

Responsible party: Governing body of Haynes

K: Continue supporting the USDA Farm Service Agency and North Dakota State University Extension and provide assistance as needed to local farmers and ranchers

Agriculture is a key component of the county's economy. A significant drought affects the industry and the economy of the entire county.

Responsible party: Governing bodies in Adams County

L: Non-participating jurisdictions consider joining NFIP

Localized flooding is possible for throughout the county in the event of heavy rainfall or rapid snowmelt.

Responsible party: Governing bodies of Bucyrus, Haynes, and Reeder

M: Non-participating jurisdictions consider adopting State Building Code

Impacts from geologic hazards, heavy snowfall, urban fire, and high winds can all be mitigated by following the State Building Code.

Responsible party: Governing bodies of Bucyrus, Haynes, and Reeder

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N: Identify areas at risk of sinkholes from coal mining or geologic characteristics into county and city planning and development regulations

There is potential for property damage or possible injury from sinkholes.

Responsible party: Governing bodies of all jurisdictions

O: Install and maintain surge protection on critical equipment

Lightning strikes can cause significant damage to essential equipment and data.

Responsible party: Critical facility owners

P: Identify or construct emergency shelters for mobile home residents in the cities

High winds and tornadoes can overturn or damage mobile homes more readily than structures on permanent foundations.

Responsible party: Governing bodies of Bucyrus, Haynes, Hettinger, and Reeder

Q: Coordinate with landowners to identify strategic locations for constructing snow fences and living snow fences

Blizzards and severe winter weather can cause snow-blocked roads.

Responsible party: County road supervisor

R: Encourage utility provider to bury electric power lines when undergoing upgrades or repair

Power outages may cause some critical facilities and some residences to be without heat or electricity for essential functions for extended time periods.

Responsible party: Governing bodies of all local jurisdictions

S: Complete Emergency Action Plan for Mirror Lake Dam failure

A Mirror Lake dam failure may cause property damage or even loss of life in its impact area. The Action Plan is needed to identify potential impacts. This will allow more responsive mitigation efforts to be completed.

Responsible party: Hettinger Park District and Hettinger Mayor

T: If need is established, restrict future development in the path of potential significant dam failures

Although significant impact is thought only to be likely for a Mirror Lake Dam failure, it is wise to limit development downstream from all three significant dams. Completion of Mirror Lake Dam Emergency Action Plan will establish level of need for the most significant issue.

Responsible party: Adams County and Hettinger Floodplain Managers

U: Survey the number and type of hazardous materials passing through Adams County

Hazardous materials travel through the county by rail and by truck. Identifying the amount and type of materials passing through can allow better preparation for a potential hazardous material release

Responsible party: Adams County Emergency Manager

V: Explore shelter and evacuation options for each city in case of hazardous materials releases

Most of the area within each city is susceptible to impacts from hazardous materials release. Appropriate shelter locations and evacuation routes should be re-evaluated and publicized.

Responsible party: Adams County Emergency Manager

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W: Consider limiting development in areas most prone to impacts from hazardous materials release

Most of the area within each city is susceptible to impacts from hazardous materials release. Areas along each major transportation route are also at risk.

Responsible party: Governing bodies of all jurisdictions

X: Maintain ongoing training and equipment upgrades to fight urban and wildland fires, and hazardous materials releases

Wildland fires and hazardous materials releases have the potential to impact a large share of Adams County population.

Responsible party: Relevant fire departments

Y: Harden electrical components and systems for critical facilities (especially emergency response services) against the anticipated impacts of a space weather event

Loss of critical facilities electrical systems and functionality from a space weather event could have catastrophic consequences.

Responsible party: Critical facility owners/operators

Z: Appoint a strategic planning team to consider the long term impacts of a major space weather event and develop a strategic plan to mitigate the impacts on Adams County

Widespread, long term loss of electrical power could lead to loss of life, and disruption of life as we know it in Adams County

Responsible party: Adams County Emergency Manager

AA: Develop an emergency response plan to address livestock issues

Potential issues include loss of water supply in droughts, infectious diseases, and severe winter weather. One particular concern is appropriate animal disposal in the event of multiple deaths.

Responsible party: Local FSA and USDA staff

BB: Develop a strategic action plan to harden medical facilities and electronic systems against the anticipated impacts of a space weather event.

Loss of medical facilities and electronic systems from a space weather event could have catastrophic consequences.

Responsible party: medical facility owners/operators

CC: Establish a robust communication system for all elements of the Adams County emergency response team.

Communications equipment and systems have essentially been put on hold until a state level backbone and system decisions have been made. Once those decisions are made it is vital that county responders who need communications capabilities obtain and install a robust system that allows high quality communications internally and with the statewide system.

Responsible party: Adams County Emergency Manager

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Chapter 5: Plan Maintenance

This chapter details the plan maintenance process to make sure the Adams County Multi-Hazard Mitigation Plan will remain an active and relevant document. The plan maintenance process includes monitoring the implementation of mitigation projects, evaluating the effectiveness of the plan at achieving its goals and updating the plan. This chapter also includes information regarding how the plan will be integrated into existing planning mechanisms.

Plan Monitoring and Evaluation

The Local Emergency Planning Committee (LEPC) will monitor and evaluate the plan once per year. A basic agenda for each meeting should include:

- Discussion of project progress for the current period (and uncompleted projects from previous periods)
- Local champion reports on project status
- Discussion of upcoming projects and grant/funding opportunities
- Develop action list for upcoming reporting period

The responsible party should provide the following basic information about projects in the reporting period:

- What was accomplished for the project since the last meeting
- What obstacles, problems or delays the project encountered
- If the project needs to be changed or revised

Project progress should be recorded on the Mitigation Action Progress Report Form found in Appendix G. A form should be completed for each project during the reporting period (and projects from previous reporting periods that have not been completed). If time constraints are an issue, the LEPC may decide to only complete the form for high priority projects; lower-priority projects may be generally discussed without completing the form.

The Adams County Emergency Manager should maintain a folder with all Mitigation Action Progress Report Forms and meeting notes.

The risk and vulnerability assessment should be evaluated during a LEPC meeting approximately two years after plan adoption. Any changes to risks since plan adoption, such as a major flood event that damaged areas thought to be safe from flooding, should be noted. The critical facilities list should also be reviewed to see if any additions or deletions need to be made. A report detailing these changes should be made. If significant changes are required, the Emergency Manager should schedule a meeting to discuss amending the current plan. If no significant changes are required, the Emergency Manager should save the report of changes for reference during the next five-year plan update.

LEPC meetings that are reserved for discussion of the plan should be open to the public and advertised.

Integration into Existing Countywide Planning Mechanisms

The County's 2014 Multi-Hazard Mitigation Plan includes no specific details about integrating the plan into existing mechanisms. It notes that each jurisdiction is encouraged to adopt the hazard mitigation plan and incorporate it into any existing mechanisms the jurisdiction may have. Each participating jurisdiction adopted the plan; however, it was not incorporated into any other planning mechanisms.

Due to the limited resources of each jurisdiction, few planning mechanisms exist within the county. The county's population is projected to see only slight growth through 2024. This suggests that resources will continue to remain scarce in the near future. For the next five years, specific effort needs to be directed at maintaining interest in mitigation. Two ways to help maintain interest are:

- Continue the practice of having an Emergency Management information booth at the annual community/county events such as the County Fair and Rodeo, and the Buffalo Fest.
- Periodically provide a news release or short article for the local newspaper on some aspect of emergency management such as tips for keeping your home safe from wildland fires.

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The limited resources of each jurisdiction do not allow for many activities beyond the standard course of business, and mitigation can get overlooked. It is the role of each responsible party identified in Chapter 4 to be present at annual budget meetings and advocate for consideration of mitigation projects.

As noted in Chapter 4, some jurisdictions in the County lack zoning controls and no jurisdiction in the County has a comprehensive plan. Establishing zoning and completing a comprehensive plan could help ensure that some of the mitigation action items are more effectively implemented. A comprehensive plan could also provide guidance for future updates to zoning regulations.

Some specific actions that would aid implementation of this plan in the cities are the following:

- Cities without zoning ordinances could establish a specific policy discouraging development in areas identified as susceptible to flooding.
- Cities with zoning could include an overlay to address areas with special building limitations or concerns such as areas susceptible to flooding or close to hazardous materials transport routes.
- Cities without an adopted building code could consider adopting the state building code and specifically adding snow load standards to reduce risk of structural collapse.

Items from the risk/vulnerability assessment and action items that involve response activities should also be integrated into the county's Local Emergency Operations Plan (LEOP).

All jurisdictions should prioritize action items applicable to them and incorporate them into their annual budget decisions.

Updating the Plan

The Adams County Emergency Manager is responsible for overseeing the five-year update process. Nine months should be allowed for completion of the plan - six months to develop a draft and three months to collect DES and FEMA comments/revisions and formally adopt the plan. The Emergency Manager should begin the plan update process approximately one year prior to the expiration of the current

plan. The first step is to develop the project scope by utilizing the Plan Update Evaluation Worksheet in Appendix G. Funding opportunities from DES/FEMA may also be evaluated when determining project scope. The Emergency Manager should also evaluate the possibility of contacting neighboring jurisdictions to join in the plan to achieve cost savings.

The Emergency Manager should maintain any documentation gathered during the five-year period that will be useful when developing the update. This will help to greatly reduce the research collection phase of the plan update, which will reduce the time and cost of the plan update. It will also ensure that any priority items identified during LEPC monitoring meetings will be included in the plan.