



SOMERSET COUNTY

# HAZARD MITIGATION PLAN

## SOMERSET COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

FINAL PLAN UPDATE  
JULY 2019

[www.co.somerset.nj.us/hmp](http://www.co.somerset.nj.us/hmp)

### APPENDIX J

*Prepared by the Somerset County  
Mitigation Planning Committee*



This appendix provides a sample invitation to participate letter, and a sample resolution of intent to participate, that was provided to all jurisdictions of Somerset County at the outset of the 2019 HMP update process in the summer of 2018. All of the County's jurisdictions passed formal resolutions to participate in the update. Copies of final resolutions are maintained on file at the County Office of Emergency Management.



# SOMERSET COUNTY PLANNING BOARD

County Administration Building  
20 Grove Street, P.O. Box 3000  
Somerville, New Jersey 08876-1262  
(908) 231-7021 • Fax (908) 707-1749  
PlanningBd@co.somerset.nj.us  
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## MEMBERS

Bernard V. Navatto, Jr.  
Chairman

Christopher Kelly  
Vice Chairman

Marian Fenwick

Albert Ellis

John Schnelder

John Lindner

Peter S. Palmer  
Freeholder Director

Patrick Scaglione  
Freeholder Liaison

Matthew D. Loper  
County Engineer/  
Board Secretary

## ALTERNATE MEMBERS

William Ziegler  
1<sup>st</sup> Alternate

Vacant  
2<sup>nd</sup> Alternate

Mark Calligulre  
Freeholder Alternate

Adam Slutsky  
County Engineer Alternate

Walter Lane, AICP/PP  
Director of Planning

John M. Lore, Esq.  
Deputy County Counsel  
for Planning

Cynthia Mellust  
Office Manager

July 19, 2017

First Name, Last Name, Title  
Address 1  
Address 2  
City, State Zip

## Re: Participation in Somerset County Multi-Jurisdictional Hazard Mitigation Plan – Five Year Update

Dear Mr./Ms. Last Name,

Somerset County has recently received grant funding from the Federal Emergency Management Agency (FEMA) to prepare the second update of our Multi-Jurisdictional Hazard Mitigation Plan (HMP). Updates are mandatory on a five-year cycle following FEMA approval in order to comply with the Disaster Mitigation Act of 2000 (DMA 2000) and maintain eligibility for certain types of federal disaster mitigation project funding (such as the Hazard Mitigation Grant Program and the Pre-Disaster Mitigation Program). As in the past, in order to maintain compliance with the DMA 2000, a community must either: prepare its own HMP, or participate in a "multi-jurisdictional" HMP development process.

Somerset County has again elected to use its grant funding to update the countywide Multi-jurisdictional HMP, including updates of the associated municipal-specific HMP components (annexes) for all 21 of our municipalities. The plan update process will be jointly managed by the Office of Emergency Management and the Planning Division. We are writing to you today to thank you for your prior participation and to encourage your ongoing involvement in this important endeavor as we continue to work toward becoming a more sustainable and disaster-resistant county. Continued participation by your municipality will provide the following advantages:

- Participating jurisdictions will maintain compliance with DMA 2000 and remain eligible for potential future FEMA funding, once FEMA approves the final updated plan and it is formally adopted by the jurisdiction's local governing body. Non-participating municipalities will not be eligible for FEMA mitigation funding.
- Local involvement in the multi-jurisdictional planning committee provides a forum for working collaboratively to identify planning and implementation strategies, resources and partnerships; and for sharing technical, public outreach and financial solutions that can reduce hazard risks, effects and costs.
- Multi-jurisdictional HMPs provide a framework for addressing broader, regional issues that are best dealt with on a larger scale.
- Multi-jurisdictional planning creates economies of scale; enables the pooling of limited resources to maximize investments; and effectuates a comprehensive, holistic approach to helping communities; the economy and the environment recover in the event a disaster occurs.
- Participation can enable municipalities to earn credits toward *Sustainable Jersey's Emergency Management and Resiliency Actions*.

While natural disasters cannot be prevented from occurring, continued implementation of the Multi-Jurisdictional Hazard Mitigation Plan for the County of Somerset over the long-term will gradually, but steadily, lessen the impacts associated with hazard events in our county and make our communities more resilient.

### - Mission Statement -

The County of Somerset is committed to excellence and innovation in public service, promoting the well-being of all residents and communities by providing effective, efficient and responsive leadership.

*Somerset County Is An Equal Opportunity Employer*

**P. 2 – Participation in Somerset County Multi-Jurisdictional Hazard Mitigation Plan – Five Year Update**

Your municipality is strongly encouraged to participate in the HMP update process. Enclosed please find a sample resolution indicating your desire to participate. Please send us a signed copy of the executed Resolution to the above address, and/or e-mail an electronic copy to [PlanningBd@co.somerset.nj.us](mailto:PlanningBd@co.somerset.nj.us) by **September 30, 2017**

As Mayor, you are asked to identify a primary Municipal Hazard Mitigation Representative (MHMR) and an alternate to represent your jurisdiction on the HMP Planning Committee. The primary MHMR for 2017 on record with the County OEM Office for your municipality is **David Groendyk**, e-mail: [nautiques86@aol.com](mailto:nautiques86@aol.com); and the alternate is **Karl Rock**, e-mail: [kmr@bedminster.us](mailto:kmr@bedminster.us). In addition, please consider establishing a Municipal Hazard Mitigation Committee, that is chaired by your primary MHMR Representative, and that includes an elected official and/or municipal administrator; individuals who participated in the last HMP update or in the initial HMP development process; representatives from your emergency management office, planning department, engineering department, public works department, etc. who are familiar with the hazards in your community and can assist with integrating hazard mitigation into the municipal operations, programs and functional plans. Please remember that direct, specific involvement by your municipality is required in order for FEMA to ultimately approve your updated municipal HMP plan component of the Multi-jurisdictional Plan for Somerset County.

MHMRs and other HMP Committee members from all participating jurisdictions are encouraged to attend a Kickoff Meeting for the project on **September 28, 2017 at 6:00 PM in Classrooms D & E at the Somerset County Emergency Services Training Academy, 402 Roycefield Road, Hillsborough.**

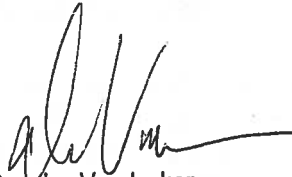
Please do not hesitate to contact me at (908) 231-7178 or at [lane@co.somerset.nj.us](mailto:lane@co.somerset.nj.us) or Doug Vornlocker, Director, Office of Emergency Management at (908)-725-5070 if you have any questions or require additional information.

We look forward to your participation in this very important endeavor.

Sincerely,



Walter C. Lane, PP/AICP  
Director of Planning



Douglas Vornlocker  
Director of Emergency Management

cc: Somerset County Board of Chosen Freeholders  
Somerset County Planning Board  
Somerset County HMP Project Management Team

Enclosures: Sample Municipal HMP Update Participation Resolution and project fact sheet

**A RESOLUTION ADVISING THE SOMERSET COUNTY BOARD OF CHOSEN  
FREEHOLDERS OF MUNICIPAL PARTICIPATION IN THE  
SECOND UPDATE OF THE SOMERSET COUNTY MULTI-JURISDICTIONAL HAZARD  
MITIGATION PLAN**

WHEREAS, the current Somerset County All-Hazards Mitigation Plan approved by the Federal Emergency Management Agency (FEMA) includes a Jurisdictional Annex for [NAME OF MUNICIPALITY, BOROUGH/TOWNSHIP], through which the municipality is eligible for potential pre- and post-hazard mitigation planning and mitigation funding; and

WHEREAS, in order to continue to reduce hazard risks, strengthen community resiliency, and remain eligible for potential FEMA funding, the [NAME OF MUNICIPALITY, BOROUGH/TOWNSHIP] hereby commits to participating in the development of second update of the Somerset County Multi-Jurisdictional Hazard Mitigation Plan; and

NOW, THEREFORE, BE IT RESOLVED on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the governing body of the [NAME OF MUNICIPALITY, BOROUGH/TOWNSHIP] that:

1. [NAME OF MUNICIPALITY, BOROUGH/TOWNSHIP] agrees to participate in the update of the Somerset County Multi-Jurisdictional Hazard Mitigation Plan.
2. The following two municipal representatives [NAME, MUNICIPAL HAZARD MITIGATION OFFICER] and [NAME: ALTERNATE MUNICIPAL HAZARD MITIGATION OFFICER] are hereby authorized to serve on the Multi-Jurisdictional HMP Planning Committee; actively participate as requested throughout the process, and lead a Municipal Hazard Mitigation Planning (HMP) Committee tasked with carrying out local participation requirements.
3. The following additional members are hereby named to the Municipal HMP Committee [NAME: ELECTED OFFICIAL, NAME: PUBLIC WORKS DIRECTOR, NAME: MUNICIPAL ADMINISTRATOR AND/OR NAME: MUNICIPAL ENGINEER, NAME OF OTHERS THAT HAVE SERVED IN THE PAST]
4. At the end of the project, when FEMA deems the updated plan approvable, [NAME OF MUNICIPALITY, BOROUGH/TOWNSHIP] will, as required, pass a resolution formally adopting the final updated Somerset County Multi-Jurisdictional Hazard Mitigation Plan, which will include an updated municipal annex. This resolution will be provided immediately to the Somerset County Planning Division for submittal to FEMA, who requires the resolution on file.

BE IT FURTHER RESOLVED that a signed copy of this Resolution will be provided to both the Somerset County Board of Chosen Freeholders and the Somerset County Planning Division.

I do hereby certify that the foregoing is a true copy of a  
Resolution passed by [NAME OF MUNICIPALITY,  
BOROUGH/TOWNSHIP] at a meeting duly held on  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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