



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

LAW ENFORCEMENT CENTER
TRAINING ROOM
1500 STRONGS AVE
STEVENS POINT, WI 54481

Thursday, May 4, 2023

8:30 AM

Remote Attendance

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 215 402 772 358

Passcode:uhqdmf

Or call in (audio only)

[+1 872-242-7813,,881983635#](#) United States, Chicago

Phone Conference ID: 881 983 635#

CALL TO ORDER

The Local Emergency Planning Committee meeting was called to order at 8:30 am.

Members Present:

Attending In-Person: Gary Garske, JB Moody, Mark Deaver, Don Jankowski, David Lutz, Brandi Makuski, John Pavelski, Nick Proulx, Joe Nagel, Wayne Kropidlowski, Brian Lepper, Jacob Greeley, Stephanie Duxbury-Weir

Attending Online: Todd Peterson, Patrick Burch, Corinna Neeb, Sally McGinty, Pete Krzmarzik

Members Absent: Kenneth Collins, Dan Reber, Ken Glazer, Hunter Hart, Jason Draheim, Joel Proulx, Jason D'Acchioli (Excused)

Others Attending:

Attending In-Person: Robert Weinert, Kasia Norgaard, Bonnie Skalecke

Attending Online: Ed Schoer

APPROVAL OF MINUTES

1. LEPC Minutes 02.02.2023

A motion was made by Don Jankowski, seconded by Joe Nagel, to approve the LEPC meeting minutes for February 2, 2023. Motion carried by voice vote, with no negative votes.

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

REPORTS

2. Emergency Coordinator's Report

EM Coordinator Bob Weinert:

- The new Deputy EM Coordinator Bonnie Skalecke started on May 1, 2023
- Conducted tabletop exercise at Monogram Foods that included Monogram and Portage County Emergency Management, Portage County HAZMAT Team, Waupaca HAZMAT Team
- Working on a Computer Hazmat Equipment Grant application

3. Emergency Release and Spill Report

Fire Chief Mark Deaver:

- A few small diesel spills, nothing reportable

4. Portage County Hazardous Materials Team Report

Fire Chief Mark Deaver:

- Met with Lineage Cold Storage to review their HAZMAT Plan

DISCUSSION/POSSIBLE ACTION

5. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings
- Special meeting attendance reports

6. Hazardous Materials Response Claims

None

7. Existing TIER II Plan Updates

EM Coordinator Bob Weinert:

- No new updates

8. New TIER II Plans

EM Coordinator Bob Weinert:

- Received 133 Tier II plan submissions this year (will be working with 10 of those facilities on updating their offsite plans)

9. Offsite Facility Emergency Plans

EM Coordinator Bob Weinert:

- Will be updating ten (10) Offsite Plans:
 - Wilbur Ellis
 - Foremost Farms
 - McCain Foods
 - Monogram Appetizers
 - Monogram Appetizers
 - RR Donnelley
 - Lineage Logistics
 - Supervalu
 - Worzalla
 - Worth

10. Hazmat Countywide Strategic Plan

EM Coordinator Bob Weinert:

- Will be starting the plan update in the upcoming month or two

11. New Members Addition/Approval

- New Member Approval: Deputy Emergency Management Coordinator Bonnie Skalecke

A motion was made by Brandi Makuski, seconded by Joe Nagel, to approve Deputy Emergency Management Coordinator Bonnie

Skalecke as a new LEPC Member. Motion carried by voice vote, with no negative votes.

12. By-laws Review and Approval

A motion was made by Brian Lepper, seconded by Joe Nagel, to approve the by-laws as presented. Motion carried by voice vote, with no negative votes.

13. Training Baseline for The Emergency Operations Center (EOC) and First Responders, as well as towns and villages

EM Coordinator Bob Weinert:

- Meeting with Towns and Villages to ensure their plans are consistent with the county's
- Identify training needs as far as hazardous materials and emergency management

Fire Chief JB Moody:

- The position of the Stevens Point EM Coordinator has been moved under the Fire Department and is currently being recruited for. Part of this role will also be to identify training gaps.

14. Consideration of Future Agenda Items

- Railroad Emergency Plans
- New Member: Stevens Point EM Coordinator

NEXT MEETING DATE August 3, 2023 at 8:30 am

ADJOURNMENT

A motion was made by Brian Lepper, seconded by Brandi Makuski, to adjourn. Motion carried by voice vote.
Meeting adjourned at 8:52 am

NOTICES

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.