



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 5
1462 STRONGS AVE
STEVENS POINT, WI 54481

Thursday, August 3, 2023

8:30 AM

Remote Attendance:

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 272 485 109 787

Passcode: qf2Epy

Or call in (audio only)

[+1 872-242-7813,,398701582#](#) United States, Chicago

Phone Conference ID: 398 701 582#

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, David Lutz, Brandi Makuski, Nick Proulx, Joe Nagel, Wayne Kropidlowski, Brian Lepper, Corinna Neeb, Bonnie Skalecke

Attending Online: Todd Peterson, Patrick Burch, Sally McGinty

Members Absent: Don Jankowski (Excused), John Pavelski, Kenneth Collins, Dan Reber, Ken Glazer, Hunter Hart, Jason Draheim, Joel Proulx, Jason D'Acchioli, Jacob Greeley, Stephanie Duxbury-Weir (Excused), Pete Krzmarzick

Others Attending:

Attending In-Person: Robert Weinert, Kasia Norgaard, Emma Baumhofer

Attending Online:

APPROVAL OF MINUTES

1. LEPC Minutes 05.04.2023

A motion was made by Brian Lepper, seconded by David Lutz, to approve the LEPC meeting minutes for May 4, 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

Deputy EM Coordinator Bonnie Skalecke:

- Submitted the Computer HAZMAT Response Equipment Grant on July 11, 2023
- Were notified that the EPA's Chemical Emergency Preparedness and Prevention Section has funding available to conduct and develop LEPC exercises in FY23 through July 2024 - about \$15,000/exercise depending on the exercise type

3. Emergency Release and Spill Report

Chief Mark Deaver:

- Nothing to report

4. Portage County Hazardous Materials Team Report

Chief Mark Deaver:

- Continue to work with Emergency Management on exercises with Monogram Foods

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

EM Coordinator Bob Weinert:

- No claims to report

7. Existing TIER II Plan Updates

Deputy EM Coordinator Bonnie Skalecke:

- Joern's and McCain's had Tier II updates : Joern's fixed the chemical report and McCain's updated the facility layout

8. New TIER II Plans

Deputy EM Coordinator Bonnie Skalecke:

- No updates

9. Offsite Facility Emergency Plans

- Lineage Logistics
- McCain Foods USA Inc.
- Monogram Foods Inc. - Moore Road
- Monogram Foods Inc. - Post Road
- R.R. Donnelley Global Turnkey Solutions
- UNFI/Supervalu
- Wilbur-Ellis Company
- Worth Company
- Worzalla Inc.

Deputy EM Coordinator Bonnie Skalecke:

- Offsite Facility Plans are in the packet
- Working with two new facilities on creating their offsite plans (Joerns and Dakota Supply Group)

A motion was made by David Lutz, seconded by Joe Nagel, to approve the Offsite Facility Emergency Plans as presented. Motion carried by voice vote, with no negative votes.

10. Hazmat Countywide Strategic Plan

Deputy EM Coordinator Bonnie Skalecke:

- Work on the HAZMAT Countywide Strategic Plan will be starting around November

11. New Members Addition/Approval

New Members:

- City of Stevens Point has hired a new Deputy Fire Marshall/EM Coordinator and would like to add him as an LEPC member in November
- Monogram Foods also would like to add a new member in November

12. Consideration of Future Agenda Items

Future Agenda Items:

- Canadian National Representative will attend the November meeting to talk about railroad transportation issues and types of commodities that are transported through Portage County
- Membership List approval

NEXT MEETING DATE November 2, 2023 at 8:30 am

ADJOURNMENT

A motion was made by Brandi Makuski, seconded by Mark Deaver, to adjourn. Motion carried by voice vote.
Meeting adjourned at 9:02am.

NOTICES