



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

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

Thursday, November 2, 2023

8:30 AM

Remote Attendance

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 262 387 537 591

Passcode: kx8GUb

Or call in (audio only)

[+1 872-242-7813,,89080496#](#) United States, Chicago

Phone Conference ID: 890 804 96#

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, Joe Nagel, Wayne Kropidlowski, Brian Lepper, Corinna Neeb, Bonnie Skalecke, John Pavelski, Stephanie Duxbury-Weir

Attending Online: Don Jankowski, Patrick Burch, Sally McGinty

Members Absent: Kenneth Collins (Excused), Dan Reber, Ken Glazer (Excused), Hunter Hart, Jason Draheim, Joel Proulx, Jason D'Acchioli (Excused), Jacob Greeley, Pete Krzmarzick, Nick Proulx (Excused), Todd Peterson

Others Attending:

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

Attending Online:

APPROVAL OF MINUTES

1. LEPC Minutes 08.03.2023

A motion was made by Brian Lepper, seconded by Joe Nagel, to approve the LEPC meeting minutes for August 3, 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.

PRESENTATION

2. Presentation by Canadian National: Handling of the hazardous materials through railroad transportation

Due to a train derailment in Stanley, WI the presenter was not able to attend. Presentation will be moved to February 2024 meeting.

REPORTS

3. Emergency Coordinator's Report

Deputy EM Coordinator Bonnie Skalecke:

- The EPCRA regulatory exercise at Monogram Foods has been postponed to December
- Update on Environmental Protection Agency (EPA) funding for LEPC exercises in 2024: due to overwhelming response, there

is no more funding available for 2024

4. Emergency Release and Spill Report

Chief Mark Deaver:

- Nothing to report

5. Portage County Hazardous Materials Team Report

Chief Mark Deaver:

- Functional exercise at Monogram Foods has been rescheduled to December 2, 2023

DISCUSSION/POSSIBLE ACTION

6. 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

7. Hazardous Materials Response Claims

Chief Mark Deaver:

- No claims to report

8. Existing TIER II Plan Updates

Deputy EM Coordinator Bonnie Skalecke:

- No updates to report

9. New TIER II Plans

Deputy EM Coordinator Bonnie Skalecke:

- No updates to report

10. Offsite Facility Emergency Plans

Deputy EM Coordinator Bonnie Skalecke:

- All 2023 plans are completed
- New facilities for the offsite plan review for FY 2024 are:
 - Central State Telephone Company
 - Dakota Supply Group
 - Great Lake Coca-Cola
 - McCain Foods USA
 - Monogram Appetizers
 - AT&T - Stevens Point Co
 - Joern's Warehouse
 - Stevens Point Mill
 - Stevens Point Well #11 & Treatment Facility
 - Water Treatment Facility Across the Road From Well #9
- Additional plans:
 - Walmart
 - Online Packaging Inc.

11. Hazmat Countywide Strategic Plan

Deputy EM Coordinator Bonnie Skalecke:

- The Countywide Strategic Plan is almost complete. Working with the HAZMAT team on final updates
- The main change in the plan is the list of top 5 most common chemicals at fixed facilities

12. New Members Addition/Approval

New Members for approval in February 2024:

- Justin Malin - Stevens Point Deputy Fire Marshall/EM Coordinator
- Emma Baumhofer - EHS Manager Trainee, Monogram Foods
- David Jimenez - EHS Coordinator, RRD

LEPC Resignations:

- Joe Proulx - EHS Specialist, UWSP
- Todd Peterson - Operations Manager, RRD

13. 2024 Local Emergency Planning Committee Meeting Dates

- February 1, 2024
- May 2, 2024
- August 1, 2024
- November 7, 2024

14. Consideration of Future Agenda Items

Future Agenda Items:

- Canadian National Presentation (February 2024)
- Membership Renewals
- LEPC outreach to students

NEXT MEETING DATE February 1, 2024 at 8:30am

ADJOURNMENT

A motion was made by Brandi Makuski, seconded by Mark Deaver, to adjourn. Motion carried by voice vote. Meeting adjourned at 8:46am.

NOTICES