



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

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

Thursday, August 1, 2024

8:30 AM

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 251 950 752 315

Passcode: 3dza7q

Or call in (audio only)

[+1 872-242-7813,144267766#](#) United States, Chicago

Phone conference ID: 144 267 766#

CALL TO ORDER

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

Members Present:

Attending In-Person: David Lutz, Brandi Makuski, Joe Nagel, Corinna Neeb, Bonnie Skalecke, John Pavelski, Don Jankowski, Mark Deaver, Justin Malin, Gary Garske, Nick Proulx, Jason Meidl, Andrea Krantz, Barbera Muckler Poirier

Attending Online: Sally McGinty, Brian Lepper, Stephanie Duxbury-Weir

Members Absent: Kenneth Collins, Kenneth Glazer, David Jimenez, Jacob Greeley, Emma Baumhofer, Kristopher Falasco, Leigh Ann Trzinski, JB Moody

Others Attending:

Attending In-Person: Robert Weinert, Kasia Norgaard, Scott Mahloch

Attending Online: Charles Robertson, Teresa Erler

CORRESPONDENCE

None

PRESENTATIONS

1. Presentation by FBI Milwaukee on Weapons of Mass Destruction

Special Agent Scott Mahloch from FBI Milwaukee presented on Weapons of Mass Destruction.

REPORTS

2. Emergency Coordinator's Report

Deputy EM Coordinator Bonnie Skalecke:

- Portage County HAZMAT Team request for increase to the contract amount of \$10,000 in 2025 and \$15,000 in 2026 was approved by Sheriff Lukas
- Will be sending letters to facilities in the hazmat facility vulnerability zones
- Received an open records request for an environmental assessment of the property at 248 Wilshire Blvd N, in the Town of Hull
- WEM LEPC Best Practices newsletter is on the Wisconsin Emergency Management (WEM) and Environmental Protection Agency (EPA) websites
- Upcoming Training and Exercises:
 - REACT - HMEP HAZMAT Technician - August 21-24, 2024 in Madison
 - ChemLock: Introduction to Chemical Security Training Course - October 7, 2024, Virtual
 - ChemLock: Secure your Chemicals Security Planning Training Course - August 7 and November 7, 2024, Virtual

- Ammonia Safety Training Institute "Ammonia Forum Webinar" - August 14, 2024, Virtual

3. Emergency Release and Spill Report

Deputy EM Coordinator Bonnie Skalecke:

- There have been 4 spill reports that came since the last LEPC meeting:
 - 200 gallons of Wastewater Sludge in the Village of Whiting
 - 30 gallons of Mineral Oil in the City of Stevens Point
 - Unknown amount of natural gas in the Town of Hull
 - Unknown amount of unknown substance in the Village of Nelsonville

4. Portage County Hazardous Materials Team Report

Chief Mark Deaver:

- Have not responded to any HAZMAT spills in the last quarter

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 public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

5. LEPC Minutes 05.02.2024

A motion was made by Joe Nagel, seconded by David Lutz, to approve the LEPC meeting minutes for May 2, 2024. Motion carried by voice vote, with no negative votes.

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

None

8. TIER II Reports

Deputy EM Coordinator Bonnie Skalecke:

- 05/06/2024 - Mullins Whey - new 2023 Tier II Annual Report
- 05/09/2024 - Mega Rentals - new 2023 Tier II Annual Report
- 05/29/2024 - Biery Cheese Company - new 2023 Tier II Annual Report
- 05/30/2024 - Biery Cheese Company - 2023 Tier II Annual Report Revision
- 07/23/2024 - Lake Pacawa Park - Phase 3 - 2024 Temporary Construction Original
- 07/23/2024 - PWYA Shelter - 2024 Temporary Construction Original

9. Off-Site Plans

- AT&T Stevens Point - 12974
- Monogram Foods - 109935
- Walmart - 197112

EM Coordinator Bonnie Skalecke:

- The three plans were seeking approval
- The Joern's Warehouse and Dakota Supply Group plans were accepted by the regional director on July 23, 2024

A motion was made by Don Jankowski, seconded by Joe Nagel, to approve the plans as presented. Motion carried by voice vote, with no negative votes.

10. Hazmat Countywide Strategic Plan

Deputy EM Coordinator Bonnie Skalecke:

- Started working on this year's updates, focusing on better integration with other plans, such as the Integrated Preparedness Plan and Hazard Mitigation Plan

11. Grants

EM Coordinator Bonnie Skalecke:

- EPCRA FY2025 Application will be released in October
- Working on application for the Computer and Hazamat Response Equipment Grant (CHREG)
- The Wisconsin Emergency Management (WEM) Hazardous Materials Emergency Preparedness Grant will be funding the third installment of the regional-based Commodity Flow Study
- The FY24 Notice of Funding Opportunity for the Hazardous Materials Emergency Preparedness - Core and Specialized training has been released - would like to pursue funding for HAZMAT training

12. New Members Addition/Approval

EM Coordinator Bonnie Skalecke:

- Patrick Burch from Flint Hills Resources is stepping down as LEPC member and will be replaced by Charles Robertson from Flint Hills Resources

A motion was made by Mark Deaver, seconded by Corinna Neeb, to approve Charles Robertson as a new LEPC member. Motion carried by voice vote, with no negative votes.

13. Consideration of Future Agenda Items

EM Coordinator Bonnie Skalecke:

- Looking for input on the best way to address multiple planning facilities exercise needs
- Presentations during LEPC meetings
- Working on updating LEPC by-laws

NEXT MEETING DATE November 7, 2024 at 8:30am

ADJOURNMENT

A motion was made by Bonnie Skalecke, seconded by Corinna Neeb, to adjourn. Motion carried by voice vote. Meeting adjourned at 9:48am.