



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

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

Thursday, November 7, 2024

8:30 AM

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 230 292 557 743

Passcode: NzCtTH

Or call in (audio only)

[+1 872-242-7813, 613505776#](#) United States, Chicago

Phone conference ID: 613 505 776#

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, Corinna Neeb, Bonnie Skalecke, John Pavelski, Don Jankowski, Mark Deaver, Justin Malin, Gary Garske, Nick Proulx, Andrea Krantz, Barbera Muckler Poirier, Kenneth Glazer, Stephanie Duxbury-Weir, Emma Baumhofer, Kristopher Falasco, Charles Robertson

Attending Online: Sally McGinty, Brian Lepper

Members Absent: Kenneth Collins, Leigh Ann Trzinski, JB Moody, Joe Nagel, David Jimenez, Jacob Greeley, Jason Meidl

Others Attending:

Attending In-Person: Robert Weinert, Kasia Norgaard, Dan Lewandowski, Sydney Salewski, Jerry Ridgeway, Jordan Djumadi

Attending Online:

CORRESPONDENCE

None

PRESENTATIONS

None

REPORTS

1. Emergency Coordinator's Report

Deputy EM Coordinator Bonnie Skalecke:

- Received good feedback from the first round of outreach letters sent out to special facilities in HAZMAT vulnerability zones
- Cameo 4.4.0 Data Manager has been released
- Upcoming training and excersizes:
 - 4-Hour HazMat Awareness Refresher - November 14, 2024 at WEM Headquarters in Madison, WI
 - EPCRA Compliance Inspector Certification - initial: November 14, 2024; refresher: November 21, 2024 at WEM Headquarters
 - ChemLock: Introduction to Chemical Security Course - January 15, 2024, Virtual
 - ChemLock: Secure Your Chemicals Security Planning Course - February 18, 2025, Virtual
 - SERTC new resident course: PER-327 Alternative Fuels and Flammable Incident Response and Management (AFFIRM)
 - The National Association of SARA Title II Program confirmed that the 2025 Annual Conference will be in Milwaukee, WI

2. Emergency Release and Spill Report

Deputy EM Coordinator Bonnie Skalecke:

- There were four spills since the last meeting:
 - WI Spill # 20925 - on 8/11/2024 pesticide was applied on private property in Rosholt without the landowner's permission
 - WI Spill # 20967 on 8/15/2024 5-6 gallons of gasoline were released at a Kwik Trip gas station on Hwy 10 due to nozzle malfunction
 - WI Spill # 21065 on 9/9/2024 20 gallons of diesel were released at the corner of Church St. and Main St. due to a vehicle accident (5 gallons were recovered)
 - WI Spill # 21236 on 10/15/2024 unknown amount of natural gas was released in the Village of Rosholt due to a construction company hitting the gas line

3. 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

4. LEPC Minutes 08.01.2024

A motion was made by Brandi Makuski, seconded by Don Jankowski, to approve the LEPC meeting minutes for August 1, 2024. Motion carried by voice vote, with no negative votes.

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. TIER II Reports

None

8. Off-Site Plans

- Online Packaging - 160977
- Stevens Point Mill - 2620
- Stevens Point Well 11 and Treatment Facility - 199811
- Water Treatment Across the Road from Well #9

EM Coordinator Bonnie Skalecke:

- Online Packaging - 160977 - change in chemicals on-site (no ammonia)
- The remaining plans: new maps with updated special facilities lists

A motion was made by Mark Deaver, seconded by David Lutz, to approve the plans as presented. Motion carried by voice vote, with no negative votes.

9. Hazmat Countywide Strategic Plan (Plan Approval)

Deputy EM Coordinator Bonnie Skalecke:

- Little change from last year
- Change in top chemicals in the county
- Updated Hazmat team member list

Nick Proulx:

- Two facilities need corrections: in the plan they are both listed as in the City of Stevens Point, while both are actually located in the Town of Hull:
 - AT&T - P83686 (196311) located at 1158 Johnson Dr., Stevens Point
 - WI-4662 Charter Communications Stevens Point (198593) located at 530 Nedrest Drive, Stevens Point

A motion was made by Nick Proulx, seconded by Brandi Makuski, to approve the Hazmat Countywide Strategic Plan with the corrections. Motion carried by voice vote, with no negative votes.

10. Grants

Deputy EM Coordinator Bonnie Skalecke:

- Submitted the 2025 EPCRA Grant Application
- Not pursuing the Hazardous Materials Emergency Preparedness (HMEP) Core and Specialized Training Grant this year due to time constraints
- The Computer and Hazmat Response Equipment Grant (CHREG) is still open

11. LEPC Bylaws Review and Approval

Deputy EM Coordinator Bonnie Skalecke:

- No changes this year - working with the corporation counsel on potentially making some changes to simplify the bylaws and align them with best practices

A motion was made by Don Jankowski, seconded by Corinna Neeb, to approve the bylaws as presented. Motion carried by voice vote, with no negative votes.

12. New Members Addition/Approval

Deputy EM Coordinator Bonnie Skalecke:

- No new members for approval

13. 2025 Local Emergency Planning Committee Meeting Dates:

- February 6, 2025
- May 1, 2025
- August 7, 2025
- November 6, 2025

14. Consideration of Future Agenda Items

None

NEXT MEETING DATE February 6, 2025 at 8:30am

ADJOURNMENT

A motion was made by Brandi Makuski, seconded by Bonnie Skalecke, to adjourn. Motion carried by voice vote. Meeting adjourned at 8:45am.

