



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

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

Thursday, August 7, 2025

8:30 AM

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 277 016 757 253 1

Passcode: WW34Pq3Y

Dial in by phone

[+1 872-242-7813,,847579538#](#) United States, Chicago

Phone conference ID: 847 579 538#

CALL TO ORDER

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

Members Present:

Attending In-Person: David Lutz, Gary Garske, Emma Baumhofer, Brian Lepper, John Pavelski, Corinna Neeb, Joe Nagel, Andrea Krantz, Tanner Arnold, Kristopher Falasco, Scott Janz, Corinna Neeb

Attending Online: Justin Malin, Brandi Makuski, Charles Robertson

Members Excused: Don Jankowski

Members Absent: Kenneth Glazer, Kenneth Collins, Jacob Greeley, Jason Meidl, Nick Proulx, Barbera Muckler Poirier, JB Moody, David Jimenez, Mark Deaver, Stephanie Duxbury-Weir, Leigh Ann Trzinski, Chris Michalski

Others Attending:

Attending In-Person: Robert Weinert, Kasia Norgaard, Anthony Luchini

Attending Online: Chris Michalski

CORRESPONDENCE

1. New Special Meeting Electronic Submission Process and Applicable Ordinance Changes

PRESENTATIONS

REPORTS

2. Emergency Coordinator's Report

- Training and Exercises
- Outreach and Initiatives
- TIER II Reports - HAZMAT Inventory

Deputy EM Coordinator Tanner Arnold:

- Training and Exercises:
 - Nothing new
- Outreach and Initiatives:
 - Attended the Portage County Safety Fair at Mark Motors in Plover on May 17, 2025
 - Will be attending Plover Fire Department Open House on October 2, 2025
- TIER II Reports:
 - No new TIER II updates

3. Emergency Release and Spill Report

Deputy EM Coordinator Tanner Arnold:

- Five spills in the last quarter: three in June, two in July (sewage, unknown truck wash chemicals, mineral oil, hydraulic oil, pesticides)

4. Portage County Hazardous Materials Team Report

- Staffing, Operations, and Activities

Deputy Chief Anthony Luchini:

- No responses in the last quarter
- Hazmat Team physicals have been completed
- Working on creating a Hazmat Team consisting of Portage, Waupaca and Waushara county members

5. Special Meeting Attendance Reports (Portage County Ordinance 3.1.47 & 3.1.48)

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

6. LEPC Minutes 05.01.2025

A motion was made by Brian Lepper, seconded by Joe Nagel, to approve the LEPC meeting minutes for May 1, 2025. Motion carried by voice vote, with no negative votes.

DISCUSSION ONLY

7. Hazmat Countywide Strategic Plan

- Update on Plan Status and Changes

Deputy EM Coordinator Tanner Arnold:

- Plan has been updated on the Emergency Management end, waiting for the Hazmat Team updates

DISCUSSION/POSSIBLE ACTION

8. Discussion/Possible Action Re: Review and Approval of Hazardous Materials Response Claims

Deputy Chief Anthony Luchini:

- No claims this quarter

9. Discussion/Possible Action Re: Review and Approval of Off-Site Plans

- Americold
- AT&T
- Central State Telephone Co
- Del Monte
- Donaldson
- Fleet Farm
- Ingredion
- McCain Foods Plover Infinity Plant
- McCain Foods 54
- NAPA

- Neenah Inc - Whiting Mill
- Worth

A motion was made by David Lutz, seconded by Emma Baumhofer, to approve the off-site plans as presented. Motion carried by voice vote, with no negative votes.

10. Discussion/Possible Action Re: Grant Updates and Approval of Intent

- Wisconsin Emergency Planning Community Right to Know Act (EPCRA) Grant
- Wisconsin Computer Hazmat Response Equipment (CHREG) Grant
- Hazardous Materials Emergency Preparedness (HMEP) Grant

Deputy EM Coordinator Tanner Arnold:

- EPCRA Grant: working on satisfying the requirements for submission in January 2026
- CHREG Grant: partially completed, application due August 30, 2025
- HMEP Grant: no update

11. Discussion/Possible Action Re: Review and Approval of LEPC By-laws

Deputy EM Coordinator Tanner Arnold:

- No changes to by-laws this year, will work on reviewing and updating for next year
- Compliance Inspector/Officer will remain as is

A motion was made by Brian Lepper, seconded by Joe Nagel, to keep and approve the LEPC by-laws as they are currently. Motion carried by voice vote, with no negative votes.

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

David Lutz offered that Monogram Foods would host the November LEPC Meeting.

ADJOURNMENT

A motion was made by Joe Nagel, seconded by Brian Lepper, to adjourn. Motion carried by voice vote. Meeting adjourned at 8:47am.