



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

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

Thursday, August 6, 2026

8:30 AM

Join on your computer, mobile app or room device

Join: <https://teams.microsoft.com/meet/264904328881127?p=oaZxS1JwC3nfwoJVso>

Meeting ID: 264 904 328 881 127

Passcode: Em7bU3QW

Dial in by phone

+1 872-242-7813,10030752# United States, Chicago

Phone conference ID: 100 307 52#

CALL TO ORDER

Committee Members enter Per Diem and Mileage

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

Members Present:

Attending In-Person: David Lutz, Stan Potocki, Emma Baumhofer, Tanner Arnold, Barbera Muckler Poirier, Justin Malin, Mark Deaver, Charles Robertson, Chris Michalski, Joe Nagel

Attending Online: Gary Garske, Corinna Neeb, Brian Lepper

Members Excused: Kenneth Glazer, Andrea Krantz, Jason Meidl

Members Absent: Kenneth Collins, Jacob Greeley, Nick Proulx, JB Moody, David Jimenez, Eric Olson, Brandi Makuski, Stephanie Duxbury-Weir, Kristopher Falasco, Leigh Ann Trzinski, Scott Janz, Melissa Diers-Sarasin

Others Attending:

Attending In-Person: Robert Weinert, Kasia Norgaard, Dax Burroughs

Attending Online:

ELECTION OF OFFICERS

1. Chairperson

Gary Garske called for nominations for Committee Chairperson. He called for nominations three consecutive times. No nominations were received. At that time, Deputy Emergency Management Coordinator, Tanner Arnold, expressed interest in serving as the Committee Chairperson. A motion was made by Mark Deaver, seconded by Joe Nagel to close nominations and seat Tanner Arnold as Chairperson. Motion to approve carried by voice vote, with no negative votes.

2. Vice Chairperson

Chair Tanner Arnold called for nominations for Committee Vice Chairperson. He called for nominations three consecutive times. David Lutz nominated Emma Baumhofer for Vice Chairperson. A motion was made by Joe Nagel, seconded by Mark Deaver to close nominations and seat Emma Baumhofer as the Committee Vice Chairperson. Motion to approve carried by voice vote with no negative votes.

ESTABLISH REGULAR MEETING DATE

3. Determine the Regular Committee Meeting Date for the 2026-2028 Term

The regular meeting date will be quarterly on the 1st Thursday of February, May, August and November at 8:30am.

CORRESPONDENCE

4. Citizen Member Email Memo 2026

PRESENTATIONS

REPORTS

5. Emergency Coordinator's Report

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

Deputy EM Coordinator Tanner Arnold:

- Training and Exercises:
 - Continue to attend trainings and classes
 - Will be attending a tabletop exercise next week at UWSP
- Outreach and Initiatives:
 - The 2026 Safety Fair at Mark Motors in Plover on May 16, 2026 was a success
 - Working on creating a whole community preparedness culture in Portage County through public outreach events and education
 - Working with Portage County Business Council on a presentation on the importance of disaster preparedness for business owners/operators
- TIER II Reports:
 - All Tier II updates/submissions have been completed in WHOPRS

6. Emergency Release and Spill Report

Deputy EM Coordinator Tanner Arnold:

- 13 reported spills/releases since February. A few of note:
 - Anhydrous Ammonia Release in February - no health or safety issues, quickly resolved internally
 - Tanker accident with spill - 1000 gallons of seal coating material on June 20, 2026 in Town of Sharon; spiller has addressed the issues

7. Portage County Hazardous Materials Team Report

- Staffing, Operations, and Activities

Fire Chief Mark Deaver:

- Attending trainings monthly
- Coordinating joint training with Waupaca County
- August 19, 2026 - annual staff physicals
- Working with Portage County Emergency Management on the Computer Hazmat Response Equipment Grant (CHREG)

8. 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

9. LEPC Minutes 02.05.2026

A motion was made by Emma Baumhofer, seconded by Corinna Neeb, to approve the LEPC meeting minutes for February 5, 2026. Motion carried by voice vote, with no negative votes.

DISCUSSION ONLY**10. Hazmat Countywide Strategic Plan**

- Update on Plan Status and Changes

Deputy EM Coordinator Tanner Arnold:

- Plan has been updated with current information and forwarded to Hazmat Team for their updates

DISCUSSION/POSSIBLE ACTION**11. Discussion/Possible Action Re: Review and Approval of Hazardous Materials Response Claims**

Fire Chief Mark Deaver:

- The bill for the tanker accident in the Town of Sharon on June 20, 2026 has been submitted to the spiller

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

- Charter Communications
- Ingredion Plant # 2
- KI Mobility
- Lineage Logistics
- R.R. Donnelley
- Stevens Point Brewery
- UNFI Distribution Co
- Wilbur Ellis Co
- Wisconsin Central LTD
- Worzalla Inc.

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

13. 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:
 - About 3/4 done with the grant requirements
- CHREG Grant:
 - Application has been submitted. Purchases can be made once grant award letters are received

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

Deputy EM Coordinator Tanner Arnold:

- No changes to the By-laws. Section II of the By-laws designates the Wisconsin Emergency Management EPCRA program manager, or appropriate State of Wisconsin personnel, as the compliance inspector. Approval of the By-laws subsequently designates WEM as the compliance inspector.

A motion was made by Chris Michalski, seconded by Corinna Neeb, to approve the By-laws. Motion carried by voice vote, with no negative votes.

NEXT MEETING DATE November 5, 2026 at 8:30am

ADJOURNMENT

A motion was made by Joe Nagel, seconded by Mark Deaver, to adjourn. Motion carried by voice vote.
Meeting adjourned at 9:05am.

DRAFT