



PORTAGE COUNTY

MEETING MINUTES

LOCAL EMERGENCY PLANNING COMMITTEE

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

Thursday, August 5, 2021

8:30 AM

Remote Attendance & Comment

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 608-338-1399, 784833728#](#) United States, Madison

Phone Conference ID: 784 833 728#

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to norgaark@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

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

Members Present:

Attending In-Person: Brian Lepper (Chair), Mark Deaver, Ryan Fox, Wayne Kropidlowski, Brandi Makuski, Joe Nagel, Ken Voss

Attending Online: Gary Garske, Sally McGinty, Peter Meilahn, Corinna Neeb, James Polum

Members Excused: Don Jankowski

Members Absent: Dan Ault, Andrew Carlin, Jason Draheim, Bob Finn, Joe Gemza, Kenneth Glazer, Chris Holman, Pete Krzmarzick, Joel Lemke, JB Moody

Others Attending: Robert Weinert, Anthony Luchini, Kasia Norgaard, Marlen Rodriguez

APPROVAL OF MINUTES

1. LEPC Minutes 05.06.2021 - Draft

A motion was made by Sally McGinty, seconded by Brandi Makuski, to approve LEPC meeting minutes for May 6, 2021. Motion carried unanimously.

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.

REPORTS

2. Emergency Coordinator's Report

Luchini:

- Completed Hazmat Grant for 2021
- Completed two facility site visits
- Informational pieces included in the packet:
 - Wood County Offsite Facility Plan
 - ATF (Bureau of Alcohol, Tobacco, Firearms and Explosives) info for first responders

3. Emergency Release and Spill Report

Luchini:

- One controlled spill, no need for DNR to respond

4. Portage County Hazardous Materials Team Report

Voss:

- No incidents

DISCUSSION/POSSIBLE ACTION**5. Discussion/Possible Action Re: Regarding 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. Existing TIER II Plan Updates

None

8. Offsite Facility Emergency Plans/Action Items

Lepper: usually plans are signed before coming to the committee

Luchini: all plans are signed now

- Donaldson
- Sentry
- Worth
- Wilbur-Ellis
- AT&T

Donaldson

- No issues with the plan
- A motion was made by Ken Voss, seconded by Joe Nagel, to approve the plan as submitted. Motion carried unanimously.

Sentry

- Brian Lepper proposed a change to remove the Plover Police Department and the Plover Fire Department from the emergency responders list and replace them with the Stevens Point Police Department and Stevens Point Fire Department to reflect the appropriate agency for the Sentry location.
- A motion was made by Wayne Kropidowski, seconded by Ryan Fox, to approve the plan with the proposed changes. Motion carried unanimously.

Worth

- A motion was made by Brandi Makuski, seconded by Joe Nagel, to approve the plan as submitted. Motion carried unanimously.

Wilbur-Ellis

- Proposed changes to the Primary Emergency Responders contact list:
 - Change the phone number for the Portage County HazMat Team from 9-1-1 or 715-341-9620 to 9-1-1 or 715-346-1400
 - Change the phone number for the Portage County Emergency Management from 715-346-1397 to 715-346-1400
 - Change the phone number for the Portage County Ambulance Service from 9-1-1 or 715-344-1833 to 9-1-1 or 715-346-1400
 - Change the phone number for the Portage County American Red Cross from 715-344-4052 to 877-618-6628
 - Change the phone number for the Department of Natural Resources from 715-344-2752 to 800-943-0003 (Spill Hotline)
- A motion was made by Joe Nagel, seconded by Ken Voss, to approve the plan with the proposed changes. Motion carried unanimously.

AT&T

- A motion was made by Ken Voss, seconded by Wayne Kropidlowski, to approve the plan as submitted. Motion carried unanimously.

9. Compliance Officer/Action Item

- State Compliance Officer

Luchini:

- The State suggests having a State Compliance Officer as part of LEPC. That position can be added the next time the bylaws are updated/approved.
- Proposed motion: If any local compliance issues are identified, the LEPC or emergency management on behalf of the LEPC will refer the compliance issues to the State of Wisconsin, through the WEM EPCRA program manager and/or appropriate State of Wisconsin personnel.

A motion was made by Anthony Luchini, seconded by Ken Voss, to adopt the State Compliance Officer as the LEPC Compliance Officer. Motion carried unanimously.

10. New Members Addition/Approval

A motion was made by Joe Nagel, seconded by Mark Deaver, to approve Anthony Luchini as an Emergency Management Division Representative on LEPC. Motion carried unanimously.

11. Consideration of Future Agenda Items

Luchini:

- The State is looking at creating a "Battery Plan" - one plan that lists all of the facilities that have batteries on site
- If the State approves the plan, a similar plan for Portage County should be considered

Voss:

- Conduct LEPC meetings at various locations

NEXT MEETING DATE November 4, 2021

ADJOURNMENT

A motion was made by Wayne Kropidlowski, seconded by Brandi Makuski, to adjourn. Motion carried unanimously. Meeting adjourned at 9:20 AM.

NOTICES

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.