WASHINGTON COUNTY L.E.P.C. MEETING MINUTES
February 17, 2009

Chairperson Rosie Spartz called the meeting to order at 10:00 a.m. at the Washington County Sheriff's Department EOC/Training room.

Affidavit of posting was read.

Roll call was taken with the following in attendance: Margaret Anderson, Brian Dederich, Phil Laubenheimer, Darryl Pree, Rob Schmid, Steve Smith, Rosie Spartz, Judy Steinert and Jim Vest
Guests in attendance: Dennis Erickson – Red Cross
Excused: Ron Krauss, Paul Stephans and Linda Walter
LEPC members not in attendance: Jim Creegan, Anne Grundahl and Dale Schmidt
Steve Smith moved to approve the minutes of the November 18, 2008 meeting as written. Seconded by Rosie Spartz. Motion carried.

LEPC Membership:
Election of Chairperson
Phil Laubenheimer moved to nominate Rosie Spartz to serve another two year term as Chair of the LEPC. Seconded by Darryl Pree. Motion carried and Rosie accepted the nomination. A motion was then made to cast a unanimous ballot to elect Rosie Spartz as LEPC Chair. Motion carried.
Thanks to Rosie for her willingness to serve another term.
The Washington County Hazardous Materials Team Coordinator – Duane Cline (who is also a member of Hartford Fire & Rescue), is interested in becoming a member of the LEPC. Motion by Rosie Spartz, second by Steve Smith to forward a new member request to the County Board. Motion carried.

LEPC Planning Committee reports by Rob Schmid and Judy Steinert:

Wal-Mart #2658 – West Bend	Updated Off Site Plan
Wal-Mart #1515 – Germantown	NEW Off Site Plan
Wal-Mart #5463 – Hartford	NEW Off Site Plan

Rosie Spartz moved to approve the plan update and both new plans. Seconded by Brian Dederich. Motion carried.

Discuss planning considerations related to proposed new Off-Site planning facilities in Washington County:
Cambridge Major Labs in Germantown reported through the 2008 Tier II form the bulk storage for larger production runs that was recently constructed. From the report, it seems that none of the new products are EHSs requiring an update to their OSP. Rob and Steve will continue to monitor developments related to the project.

2008 Tier II reports are being submitted at this time. To date, 48 of the 135 facility reports have been filed with the County.

WEM approval report for the following facilities:

Menasha Packaging – Hartford	January 13, 2009
Niphos Coatings – Slinger	January 13, 2009
Tasman (WB Place) – Hartford	January 13, 2009

Other Off Site Plans Potentially Affecting Washington County:
None received this quarter.

Spills:
10/19/05 – Illegal Dumping in the Town of Hartford. A recent newspaper article was passed around detailing the past event and current legal action against the responsible party.
1/15/09 – Short summary and discussion of the Germantown Wal-Mart incident. It was a unique and large regional response effort and the investigation is continuing despite the arrest of two juveniles for allegedly releasing a pepper spray-like substance in the store.

Computer Grant:
Status Report – The 2009 application has been filed with the State.
The 2008 grant payment is pending

Review and Possible Action – Rules of Operation/By Laws:

- Posting of Legal Notice – This has been completed and is posted in Rob Schmid's Office.
- Publish Annual EPCRA Notice – The notice will be published in a March 2009 edition of the West Bend Daily News
- Update LEPC By Laws – Committee reviewed and no changes noted.
  All Pages, update footer information only.
- Establish/Update Procedures for Review of Hazmat Response Expenditures – approved in the bylaws with no change.
- Designation of LEPC Inspector – approved in the bylaws with no change. Rob sent a letter to the state on 2/10/09 requesting that they continue to be the Washington County LEPC Inspector on an as needed basis.
- Procedures for Establishing 311 & 312 Files – approved in the bylaws with no change.
- Procedures for establishing 304 files – approved in the bylaws with no change.
- Procedures for receiving and processing public request for information – approved in the bylaws with no change.

Conferences/Training:
WAHMR (Wisconsin Association of Hazardous Materials Responders), WI Dells on February 26-27, 2009.
Governor's Conference on Emergency Management & Homeland Security, Middleton on March 25-26, 2009
Tornado/Severe Weather Awareness Week is April 20-24, 2009 – Spotter Training will be held at the Hartford FD on April 21st (two sessions).

Hazmat Team Update:
Some team committee members will be attending the WAHMR conference.
Technician refresher training was held for 20 students at Hartford FD in February.
Another session is scheduled for April at Jackson FD.
The team committee has set the meeting and drill schedule for 2009 and is continuing work on state certification.

Clean Sweep Program Update:
A newspaper article was passed around reporting on the options being considered by Washington County to fund the program in the future.
There will also be another Medicine Collection Day event in 2009. County residents can bring in expired/unused prescription and OTC medications for proper disposal.

Unfinished Business
AT&T sent the updated floor plans the committee had requested at the Aug. 2008 meeting. Copies were distributed to all planholders.

Members Concerns:
Steve Smith asked about some equipment needs for the Hazmat Team. Rob stated that they were being addressed through the team committee.

Public Comments:
None

The next meeting will be May 19, 2009 at 10:00 AM at the Washington County Sheriff's Department.

Moved by Darryl Pree, seconded by Steve Smith to adjourn the meeting at 11:00 AM. Motion carried.

Respectfully submitted,
Margaret Anderson
Secretary